



**DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICE
DIVISION OF REAL ESTATE SERVICE**

MUNICIPAL BUILDING Room 2053S
NEW YORK, N.Y. 10007
(212) 669-7900 Fax (212) 669-3640

WILLIAM J. DIAMOND
Commissioner

LORI FIERSTEIN
Deputy Commissioner

**CERTIFIED MAIL
RETURN RECEIPT REQUESTED
AND FACSIMILE**

February 5, 1999

Ms. Catherine T. Giliberti
Senior Vice President
7 World Trade Center, L.P.
521 Fifth Avenue
New York, New York 10175

**Re: 7 World Trade Center
NYC**

Dear Ms. Giliberti:

We write with reference to your letter dated February 2, 1999. As you are aware, Article 6 (H) (a) of the Lease stipulates that Tenant's initial work shall be deemed Substantially Completed when (i) all work is completed (including necessary sign-offs of the Port Authority), excepting the scheduled items and minor details of construction or decoration which do not materially adversely affect Tenant's use of the demised premises and (ii) a certified air balancing report approved by Landlord's Engineer as being in conformance with the final plans has been delivered to the Tenant.

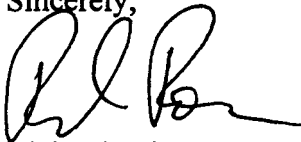
"Landlord's Completion Notice" dated February 2, 1999 (copy enclosed) does not include (i) Port Authority sign-offs and (ii) the certified air balancing report as approved by the Landlord's Engineer. In addition, several items of work such as work related to the emergency back-up system, the Audio Visual system, and control systems are ongoing and are not completed. Under the circumstances this letter will serve as a denial of Landlord's notice that the Tenant work is Substantially Complete.

**Re: 7 World Trade Center
NYC**

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Please advise us of the schedule for completion of the outstanding work as well as the necessary documentation required for Substantial Completion.

Sincerely,

A handwritten signature in black ink, appearing to read 'Richard J. Ramos', written over a horizontal line.

Richard J. Ramos
Executive Director of Space Design/DRES

c: William. Diamond, Commissioner
Jerome Hauer, MOEM
Iris Weinshall, F/D/C
Lori Fierstein, D/C
Glenn Pymonto, DRES
Walter Weems, WTC

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