



150-5614 Connecticut Ave. N.W.  
Washington, D.C. 20015-2604  
Phone: 1-800-753-3727 | Fax: 1-800-723-7718  
info@essentialskills.com | www.essentialskills.com

March 24, 2025

**To Whom It May Concern,**

This letter confirms that Essential Skills Software Inc. ("Essential Skills") is the sole source provider and exclusive distributor of all products developed, advertised, and published by Essential Skills for sale to the New York City Department of Education (NYCDOE). No other vendors or distributors are authorized to sell or distribute our products to NYCDOE schools.

If you have any questions or require additional information, please feel free to contact me directly.

Sincerely,

*Bryan Warwick*

Bryan Warwick  
Administrator  
Essential Skills Software Inc.  
(800) 753-3727 ext. 43  
bryanw@essentialskills.com  
**NYC Vendor ID: ESS100000**