

Version 3: Passive verbs are underlined.

I **am** writing to you in response to your request that I come up with some kind of an explanation of why the central region **is** doing so poorly sales-wise.

This has nothing to do with her **being** a woman. Women **are believed** by most thinking people nowadays to have the same career capabilities as men and should **be** so treated.

It would seem however that Linda does not have the capability to deal with the pressure cooker type situation that she has found herself in. This **is** unfortunate because it **was unforeseen**.

It **was not known** that the central region's economy would go into a tailspin this year. And it **was not known** that Imperial Auto Parts would develop a ruthless price war in the region that has virtually killed any distributor's desire to buy our products.

I will **be** removing Linda from her position as regional manager and replacing her with Corey Ander, our western regional sales manager who I hope will **be** able to get things under control. His region has done pretty well in the past.

Sorry about this, but it **is** really due to circumstances out of our control. I only found out about these problems when you did because Miss Cassavetes didn't do a very good job of keeping me up to date with what **was** happening out there.