

UK Supply Center  
347 Scott Street  
Reynolds Warehouse 3  
Lexington, KY 40506-0103

June 25, 2007

Dear Valued Customer,

With the advent of UK Supply Center transitioning to SAP, there are several changes in materials management that we must request your assistance with.

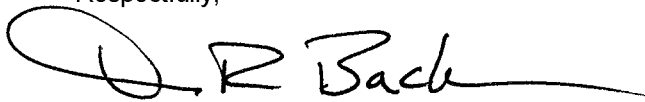
Effective July 1, 2007, all custom orders with "terminal digits" will need to be purchased as complete sets. This includes re-orders on depleted stock as well as completely new items.

In the past Stores has allowed you to purchase individual numbers from the set; however, Ames' policy is that there is no breaking of sets. We are aware that there are certain numbers within sets that are not used as often. You are more than welcome to purchase rolls of digit labels to make any changes on those folders so that they best suit your needs.

Please be advised that all custom orders are the financial responsibility of the ordering department. All requested items must be purchased from UK Supply Center within 18 months. If a department fails to deplete their stock within the 18 month period, UK Supply Center reserves the right to deliver any left over stock and charge the department for it. We recommend ordering no more than an 18 month supply of any item.

If you have any questions please don't hesitate to contact me.

Respectfully,

A handwritten signature in black ink that reads "D. R. Back". The signature is fluid and cursive, with a large loop at the beginning and a long horizontal stroke at the end.

Donna R. Back  
Director, UK Supply Center