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Dear Valued Customer:

In an effort to streamline our processes, we would appreciate your assistance in filling out the following information in order to keep our system current.

Please complete the information below including a contact name and e-mail address:

Company Name: _____

Company Phone and website: _____

Sales: _____

Purchasing: _____

Accounts Payable: _____

Accounts Receivable: _____

Expeditor: _____

Quality Assurance: _____

Export Compliance: _____

Please fax this information to 925-294-1780 or you can also e-mail it to Michaelleen Hughes at mhughes@ljwalch.com