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September 2, 1997

TO: Accounting Department

Effective October 1, 1997 New Hermes will be closing their Norwalk, Connecticut headquarters and relocating to Duluth, Georgia.

As a result, effective October 1, 1997, please send all invoices to:

**Accounts Payable Department
New Hermes, Inc.
2200 Northmont Parkway
Duluth, GA 30096**

If you have any questions, please contact either of the following at 770-623-0331:

**Adelle Cottrell, Director of Accounting
Marianne Gaffney, Accounts Payable & Payroll Supervisor**

Thank you for your cooperation in this matter.

Sincerely,

A handwritten signature in cursive script that reads 'J. Michael Mason'.

**J. Michael Mason
VP Finance / CFO**

KS 9/3