

**WEBER** Plywood &  
Lumber Co., Inc.

Phone (714) 259-1100 Toll Free (800) 432-7300 Fax (714) 259-1518



9/15/03

Dear Customer,

**Weber Plywood & Lumber Co. is happy to inform you that we are now offering our customers the opportunity to submit payment to us via fax. Our newly acquired CHAX software enables us to take a copy of your faxed check and turn it into an actual check that can be deposited into the bank.**

**What this means to you as a customer is that you no longer have to mail us off a payment, saving you time and postage. Those of you who are COD customers that find it difficult to always be available at time of delivery, may now fax us your check later that same day, saving you the inconvenience of changing your daily schedule to be sure you and the check are there to meet the driver.**

**And your part is quite easy...simply write out your check, run a copy of it, and fax it to us at 714-259-8054. We in turn will take the faxed copy of your check and enter the information off the check into our computer, which will in turn generate a duplicate check that we can then deposit into our bank. You will receive from us via mail, or fax if you prefer, a written confirmation of this to attach to the original check itself .....we suggest you write "VOID-CHAXED" across the face of your check and retain for your own records.**

**We at Weber Plywood & Lumber Co. value your business and are very excited about being able to provide you with yet another avenue to make transactions between our two companies simple, fast and easy. If you have questions or concerns regarding this procedure, please feel free to contact Pat at Ext114 or Andrew at Ext 112.**

Sincerely,

**Weber Plywood & Lumber Co., Inc.  
Credit Department**