



REPLACEMENT OF STALE/UNCLAIMED CHECKS

1. Original letter request for re-issuance of stale/unclaimed cash dividend checks (Originally signed by the shareholder).
2. Attached photocopy 2 government issued valid ID (with signature of stockholder)
3. Signature card (see attached file)
4. Original stale checks (if available)

Mode of RELEASING newly issued check(replacement)

-For Pick-up by shareholder or representative - (if representative, originally signed authorization letter needed indicating name of authorized person and valid ID's).

-For Mailing thru LBC - (Payment(250.00) and Instruction letter required for mailing of replaced checks (indicating the present mailing address).