

October 12, 1994

John Nadeau  
Datamann  
224 Hartford Ave.  
Wilder, VT. 05088  
FAX: 802 296 3623

Dear Mr. Nadeau:

By UPS Overnight, I have forwarded two disks (an original and a back-up) of our second class names required to mail our November, 1994 issue now at Dartmouth Printing in Hanover. Our account representatives at Dartmouth are Cheryl Ferland and Linda Gaudette. If you have any problems, please feel free to give us a call at 1-800-345-3360 or contact Dartmouth.

There are three files with quantities as follows:

|          |       |             |
|----------|-------|-------------|
| AC9n11US | U.S.  | 5,752       |
|          | Total | <u>5752</u> |

Our specifications and files should be the same as last month:

The records are separated by a line feed

The fields are separated by quote-comma-quote as illustrated below.

**U.S. record**

"8","94","ERVIN O","CURTIS III","PSC 1 BOX 2133","","APO","AE","09009","

| <b>Fields in Order</b> | <b>Maximum Character Length</b> |
|------------------------|---------------------------------|
| Expiration Month       | 2 Characters                    |
| Expiration Year        | 2 Characters                    |
| First Name             | 20 Characters                   |
| Last Name              | 25 Characters                   |
| Street Address 1       | 40 Characters                   |
| Street Address 2       | 40 Characters                   |
| City                   | 35 Characters                   |
| State                  | 3 Characters                    |
| Zip Code               | 10 Characters                   |
| Country                | 30 Characters                   |

Sincerely,

Don Hicks  
Managing Editor