



To: Our Valued Customer

Subject: LA GARD Shipping Lead Times

Date: June 3, 2009

Effectively immediately, we are pleased to announce some exciting changes regarding LA GARD brand lead times.

Introduction of Velocity Quick Ship Program

Attached you will find a quick ship purchase order form, which can also be downloaded at www.kaba-mas.com/QuickShipOrderForm.pdf. Simply fill in the entire form and fax directly to (859) 281-5776. Your order will be shipped within 10 business days.

Reduction in Standard Lead Times

We are also pleased to announce that lead times for the remainder of our LA GARD offering have been reduced to four working weeks.

We hope these changes will help you better plan your purchases of LA GARD brand products.

Sincerely,

A handwritten signature in blue ink that reads "Stephen Pollack". The signature is stylized and cursive.

Stephen Pollack
Marketing Director

Customer Purchase Order No. _____ Date _____
 Customer _____ Contact Phone _____
 Address Line 1 _____
 Address Line 2 _____
 City _____ State/Province _____ Zip/Postal Code _____ Country _____
 Buyer's Name _____

Ship to: (if different than above)

Customer _____ Contact Phone _____
 Address Line 1 _____
 Address Line 2 _____
 City _____ State/Province _____ Zip/Postal Code _____ Country _____

Ship VIA: Std. Kaba Mas Carrier Other (Please specify) _____

FOR INTERNAL USE ONLY

Order No. _____



Kaba Mas LLC
 749 W. Short St., Lexington, KY 40508
 Phone 859-253-4744, Fax 859-281-5776
 www.kaba-mas.com

Quantity*	Part Number	Packaging	Description	Unit Price/Total Price
DIALS				
_____	Q1779	24	Flat Gard Key Locking Dial & Dial Ring, 4" Spindle - Satin Chrome	_____/_____
_____	Q1777	24	Flat Gard Dial and Dial Ring, 4" Spindle - Satin Chrome	_____/_____
MECHANICAL LOCKS				
_____	Q3390SZN00ZZZN1B	24	3 Wheel, Group 2M Combination Lock, UL approval, standard hardware	_____/_____
_____	Q3390SZN00ZZZN2B	24	3 Wheel, Group 2M Combination Lock, UL approval, metric hardware	_____/_____
_____	Q3390VZN03ZZZN2B	24	3 Wheel, Group 2M Combination Lock, VdS approval, metric tapped bolt(M4), metric hardware	_____/_____
_____	Q2270	24	4 Wheel Keyed Combination Lock	_____/_____
_____	Q2212-02	One	Set of two, randomly cut 3" keys	_____/_____
ELECTRONIC LOCKS				
_____	Q4200	24	Swing Bolt, Dual Handed (Basic 3802)	_____/_____
_____	Q6040U02U-53-00	24	Dead Bolt (ComboGard Pro 39E), Metric Tapped Bolt (M4)	_____/_____
ENTRIES				
_____	Q3715	24	Angular Round Entry - Satin Chrome	_____/_____
_____	Q3125SC0000-16	24	Round Entry with Backplate and 6" spindle	_____/_____
MISCELLANEOUS				
_____	2788	One	Small Battery Box	_____/_____
_____	2789-NC	One	Small Battery Alarm Box (Normally Closed)	_____/_____

Order Entry Fax: (859) 281-5776 • Email: orders@kml.kaba.com * Individual Units Must Equal Case Quantity.



**LA GARD
VELOCITY QUICK SHIP PROGRAM
General Information**

PRICES

All prices of the products are set forth in the Price Book. Kaba Mas reserves the right to amend such prices without notification, and to discontinue the production of any product without prior notice.

TERMS OF PAYMENT

Standard payment terms apply.

Cash in Advance Customers - Send payment with order, otherwise order will ship 10 days from receipt of payment. Please include your preferred carrier, with account number, for shipment.

ORDERS

Products must be ordered as individual units in case quantities only (example: Q4200s - 48pcs = 2 cases) and will be packaged with standard labeling. Quick ship and non-quick ship items may not be combined. If not using Kaba Mas' order form, orders must be marked "Quick Ship" with correct part numbers or they will receive standard production lead times.

MINIMUM ORDERS

Due to the expense in processing orders, all orders shall total not less than \$500.00 NET (excluding shipping costs).

MAXIMUM ORDERS

No orders for more than 20 cases of any one item shall be permitted on the program per customer, per 10 business day cycle.

CHANGES TO ORDERS

Once receipt of an order is acknowledged, no changes will be accepted. Additions to previously entered orders will be handled as separate orders and must meet the \$500.00 NET minimum.

CANCELLATIONS

Once receipt of an order is acknowledged, no cancellations will be accepted.

SHIPMENTS

All products shall be shipped F.O.B. our factory and shall be deemed the property of the customer when accepted by the carrier. The choice of carrier, unless otherwise agreed upon, shall be at the sole discretion of Kaba Mas. Orders shall be shipped within 10 business days of confirmation.

CLAIMS

Claims for shortages, errors in packaging or pricing must be made to Kaba Mas within 10 days of receipt of shipment.

Program is based on availability and is subject to change without notice.