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Sparks, MD 21152  
(410) 472-2900

800 North Bell Avenue  
Building 6, Suite 100  
Carnegie, PA 15106  
(412) 429-2141

June 16, 2005

Dear Valued Supplier:

**RE: SUN AUTOMATION GROUP Transportation Instructions**

Sun Automation has secured the services of Keystone Dedicated Logistics to assist us in managing our transportation program. Please follow the routing instructions below. This change is effective upon receipt of this letter.

**I. SHIPMENTS IB TO SUN AUTOMATION**

- 0 - 150 LBS:** Ship any parcel package via United Parcel Service (UPS) unless otherwise instructed. Any over-size, over-length or over-width shipments use preferred carriers from the routing matrix or routing map.
- 151 - 10,000 LBS:** For Domestic US Shipments, ship via carriers listed on attached routing guide or call KDL @ 877-535-7717. Ship freight "collect" to billing address listed below.
- Volume & Truckload:** For any one shipment over 7,500 lbs or 10 linear feet of truck, call Keystone Dedicated Logistics @ 877-535-7717.

**II. EXPEDITED SHIPMENTS – AIR AND GROUND**

Contact Keystone Dedicated Logistics at 877-535-7717 for routing instructions.

**III. ALL SHIPMENTS MUST BE PALLETIZED OR SKIDDED FOR FORKLIFT UNLOADING.**

For "Collect" shipments, the following carrier invoicing instructions must appear on the Bill of Lading:

Bill Freight Charges to: Sun Automation Group  
C/O Keystone Dedicated Logistics  
800 North Bell Avenue, Bldg 6, Suite 100  
Carnegie, PA 15106

**Failure to adhere to this routing will result in back charges and / or delay in payment.** Your cooperation with these guidelines will help ensure the success of our transportation management program. Please contact me if you have any questions or concerns.

Sincerely,  
Stephen W. Toben

Purchasing Manager  
Sun Automation Group