



MEMO

TO: All CMG Employees

FROM: Matt Forss, VP of Operations

DATE: September 11, 2008

RE: Stop Payment Check Fee

Effective immediately, any requests made to Corporate Management Group to stop payment on a check issued to an employee will require a \$25.00 stop payment fee deducted from the replacement check. This is a bank fee reimbursement and not a CMG fee.

I acknowledge I have received a copy of this memo:

(Signature)

(Printed)