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January 11, 2017

Subject: FedEx Freight Signature Release

Dear Customer:

As you may be aware, we recently switched our standard freight carrier from UPS to FedEx, to offer better, faster & more economical service. We can now provide two day air service to most major centers, and 3-day service to outlying areas *at ground service rates!* This shaves several days off our previous service!

FedEx normally requests a signature for delivery, however, should you wish delivery in your absence, simply sign the release below (and fax or email it back to us), and future packages can be delivered without delay.

As always, should you wish to use your own preferred carrier, just let us know the Delivery Service name and your account number. We look forward to working with you in 2017.

Yours truly,

A handwritten signature in black ink, appearing to read "Glenn Woodworth", written over a horizontal line.

Glenn Woodworth

By my signature, I am requesting that FedEx leave the shipment at my location. I release FedEx *and* Entrex Door Controls from all liability for any loss or damage that may result from leaving this shipment at my request.

Company Name: _____

Print Name (First and Last Name): _____

Signature: _____

Date: _____