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CT/007/004

AMAX COAL WEST, INC. #2

A Subsidiary of AMAX Coal Industries, Inc.
165 South Union Blvd., Suite 1000
P. O. Box 280219
Lakewood, CO 80228-0219
Phone # (303) 980-2300
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FAX COVER SHEET

DATE: 11/17/93

TO:

Paul Baker

FROM:

Richard Allison

MESSAGE

Number of copies including cover sheet 12



NOV 16 1993

2508 West Main Street
Farmington, New Mexico 87401
Tel. (505) 328-4737

To all of our Customers:

As of October 1, 1993, our Corporate Headquarters in Sheridan, Wyoming, will centralize all invoicing. Invoices will no longer be sent to you, but will instead be sent to your Accounts Payable Department from our Corporate Office. To minimize any inconvenience or confusion that this may cause, your reports will be accompanied by a "packing slip", itemizing the analyses that you requested and the costs. The packing slip is not a request for payment, but for your internal use only.

Thank you for your understanding and patience in the transition. Please feel free to call Fran Armenta or me if there are any questions or comments regarding the new procedure.

Sincerely,

Charles Ballek
Laboratory Manager
IML - Farmington

cc: IML - Corporate HQ