



P.O. Box 9
117 Gulick Street
Blossburg, PA 16912-0009
570-638-2131

22 April 2009

To All Customers, Suppliers, Partners, & Friends:

You have likely noticed many changes at Ward Manufacturing over the last several months, and you can be sure we'll have more in store for the coming months. As our customers, business partners, and friends, keeping you abreast of these changes is an important process for us. We feel that the changes we implement are important and progressive, but all change takes some getting used to. So, take a moment to review this note and update your own information as well.

One of the first things you'll notice is that our phone system will offer you an automated interface. Of course, you'll still be able to call our regular toll-free number, select a department, and enter the extension number or search by last name. If your desired contact cannot immediately answer your call, you can still leave a voice message or dial "0" for other options and assistance.

Please see our Contact Us page on this website for ease in reaching an inside Customer Service Representative. We have provided direct dial numbers for your convenience or extension numbers for use with the main Ward number.

We'll have more exciting and innovative changes to tell you about in the months to come, so watch this space. As always, thank you for your confidence, your trust and your business.

Cordially,

Customer Service Department