

To Clover Tool Contractor:

February 22, 2008

Subject: Contractor requirement forms

Dear Sir/Madam,

Enclosed find our revised Contractor Requirement Form. Please take a moment to familiarize yourself with the requirements and ask that you complete the information required.

A signed acknowledgement is to be returned to the attention of Mrs. Linda Brennan by fax @ 905-669-3565 or by email lbrennan@clovertoolmfg.com is appreciated.

This information will be kept on file and made available to any Ministry of Labour Audits and reduce the amount of time spent on the premise to complete the orientation prior to commencing the actual work order.

If you have any questions, please do not hesitate to contact the undersigned or Linda Brennan.

Please acknowledge receipt of information by executing this document and faxing same to attention of L. Brennan for our files. Company Name: _____

Name _____ Date: _____

Thank you

Oliver Pierobon
Purchasing Manager
Clover Tool Manufacturing Ltd.

CC: B. Patterson
C. Augello
L. Brennan