



Beverage Systems, Inc.

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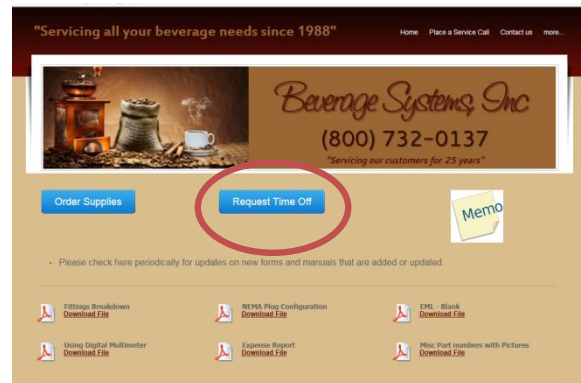
12/5/14

COMPANY MEMO - Requesting Time Off

To all employees:

Effective immediately, I want everyone to start using our website <http://www.beveragesystems.org> to request vacation and personal time off. Once you hit submit on the form, an email is generated automatically and sent to me. Once approved, you will get an email back with the confirmation. This will prevent any miscommunication and uncertainty as to who the requests should be sent to.

Please contact me with any questions.



Sincerely,

Jim Ossa

Vice President of Operations

"Servicing Customers Beverage needs for 25 Years! 1988-2013"



Beverage Systems, Inc | Corporate Headquarters