



An Important Announcement Regarding RecordMax Operations in Jackson, Mississippi

To Our Valued Customers,

We have an important announcement to make regarding a change affecting the ownership interests in our Jackson, Mississippi operation. We trust you'll follow up with us if you have any questions or concerns. For those of you in New Orleans, Chattanooga and Mobile, there is no impact on how we serve you. So we are sharing it with you directly so you get the facts.

As partners (Bob Lloyd and Jim Teske) in the ownership of RecordMax New Orleans, RecordMax Mobile and RecordMax Chattanooga, we remain highly committed to the industry and our customers. In Jackson, another entity with ownership interest wished to pursue other opportunities and exit the business entirely.

Based on both internal and external considerations, the decision was made to partner with another leading provider of records management services, Vital Records Control (VRC), and divest the Jackson business unit.

Consistent with the change in ownership from RecordMax Jackson to VRC, contracts for Jackson area customers were therefore assigned to VRC a couple weeks ago. All employees of the RecordMax Jackson business were hired by VRC and the records stored on behalf of customers are expected to remain in the same secure facility for many years to come (based on a long term lease arrangement).

Please note that our offices for shared services including accounting and human resources remain at the same address of 40 Northtown Drive, Jackson, MS 39211 which includes the same place for mailing payments of invoices. Again, this transition has no impact on other markets and, if anything, frees us up to devote more energies to our customers, our services, our technology, and the growth of the company going forward.

For more information, please contact Jim directly at jim@recordmax.com.

Very Truly Yours,

Bob Lloyd, CEO

Jim Teske, President

Professional Information Storage, Data Protection, Document Imaging & Shredding