**Company Address Change Letter**

**12th March 2012**  
  
Percy Jackson  
Regional Manager  
Dave Couriers Inc.  
Plymouth, 60 Paraite Road  
+64 6 755 1120

Matt Nicklson  
Branch Head  
Columbia Multimedia  
Rotorua, Sala Street  
 +64 7 850 2011  
  
**Dear** Matt Nicklson

I take this opportunity to inform you that our firm ‘Dave Couriers Inc.’ has moved to a new location.   
  
**Our New Address is**:

Dave Couriers Inc.  
Plymouth, 60 Paraite Road  
+64 6 755 1120

**Our Old Address was:**

Dave Couriers Inc.  
Level 22, Cranberry House,  
157 Lambton Quay  
  
Please take not of it  and if necessary strike out the old one, so that you remember. In any case the one mentioned at the topmost will remind you of our new address. I request you to forward all correspondence to this address with immediate effect.

Our sincerest apologies for any inconvenience caused to you.  
  
**Sincerely**,

**Matt Nicklson**  
Columbia Multimedia