



2522 Ed Babe Gomez Ave.
Omaha, NE 68107
(402) 431-9410

June 10, 2010

To Whom It May Concern

RE: Documents attached to Customer Invoices

In February 2008 H & M Trucking implemented scanning of all documents in order to be more efficient in our processing and to eliminate the required document retention storage space. This procedure is common with many carriers and a benefit to all involved.

It has been brought to my attention that your company is continuing to request original documents. I wanted to take the time to explain our procedure and provide you with the information that you need in order to accept our imaged documents as legally binding articles.

After your load has been delivered, the driver scans in all paperwork involved at a designated scanner. The electronic documents are then transferred to our secured imaging system. At no time can there be modifications made to the documents after the driver submits them. Once we receive the images at our processing center we process the invoice and reproduce from the scanned image any pages that are required to be submitted with your invoice for payment. If the driver does not scan the papers and either personally delivers or mails the original documents to our processing center the originals are scanned during the invoicing process and sent with the invoice. At no time are originals stored at our processing center.

We have done extensive research in the legalities of the scanned documents. According to Nebraska legislation Revised section 25-12,112 if during the regular course of business the business has caused any or all of the same documents to be recorded, copied or reproduced by optical imagery which accurately reproduces or forms a durable medium for so reproducing the original and the original is destroyed in the regular course of business. Such reproduction, when satisfactorily identified, is as admissible in evidence as the original itself in any judicial or administrative proceeding.

We would like to implement this procedure when processing your documents. If you have a legal or federally mandated reason for not accepting our image reproduced documents please respond in writing to Patty Rupp, Accounting Manager at the above address in order for us to document this exception to our regular procedures. If you have any questions please contact Patty at (402) 431-9410 x 3426.

Thank you for assisting us with providing better service to our customers and clients.

Sincerely,

Randy Mueller, President
(402) 431-9410