AMERICAN WOOD MOULDING, L.L.C.
7458 New Ridge Road Hanover, MD 21076

To all AWM Service Employees,

AWM has chosen Symbol as the handheld provider for AWM's participation in THD's ISSI Program. We expect the functionality of the handheld PDA to further increase the performance of the Service Organization and ensure AWM remains a primary partner to THD. Upon receiving this PDA device, it is important to inform you of several pieces of information. Please contact Jim Becker of AWM's at 410-850-5430 if you need assistance.

1. Accessories provided with the PDA include: 1 power cord, 1 single slot desktop cradle USB, 1 power supply, 1 custom carrying case.
2. If your Symbol PDA or accessory is lost, stolen or damaged (including water damage) due to negligence, you will be responsible for the replacement cost. It is important to note that this model does not have any waterproof rating! You will have to pay a replacement cost according to the current market price of the THD custom Symbol PDA. As of 10/1/2005 market value for this unit including accessories is $1225.00. Please report lost or damaged PDA's to your manager and then to Jim Becker of AWM's Marketing Department at 410-850-5430.
3. Charge your PDA every night using the wall charger supplied. Do not leave your PDA in your vehicles. Remember – the care of this PDA is your responsibility.

Cost by item

Symbol MC50	$835.00
Cradle	$67.39
Power Supply	$52.61
Socket Modem	$80.00
PDA Case	$38.00
3 yr Damage Warranty	$152.00
Total	**$1225.00**

Sign below acknowledging receipt of your Symbol PDA and acknowledging you understand and will comply with the terms listed above.

_____	_____	_____	_____
Signature	Printed Name	Date	Model