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«COMPANY\_NAME\_\_\_\_\_»  
«ATTENTION\_NAME\_\_\_\_\_»  
«ADDRESS\_ONE\_\_\_\_\_»  
«ADDRESS\_TWO\_\_\_\_\_»  
«ADDRESS\_THREE\_\_\_\_\_»

**IMPORTANT CONTACT INFORMATION**

This office is installing new programs which will enable TAIPA to retain facsimile numbers and e-mail addresses for each member company. If your company wishes to provide this contact information, please complete this form and return to my attention. The information shown below will be for internal TAIPA use only. Any other persons requesting such information will be advised to contact the company. Whether or not you release that information is left to your discretion.

The fax number and e-mail address for the address to which assignments are mailed.

FAX NO. \_\_\_\_\_ E-MAIL \_\_\_\_\_

If separate addresses are utilized for private passenger and commercial assignments, the fax number and e-mail address for commercial assignments.

FAX NO. \_\_\_\_\_ E-MAIL \_\_\_\_\_

Telephone, fax number and e-mail address for bulletins, important notices and quotas, if different from those used for assignments.

TELE. NO. \_\_\_\_\_ FAX NO. \_\_\_\_\_ E-MAIL \_\_\_\_\_

Telephone, fax number and e-mail address for assessment information, if different from those used for assignments.

TELE. NO. \_\_\_\_\_ FAX NO. \_\_\_\_\_ E-MAIL \_\_\_\_\_

If you have any questions, please direct them to the undersigned at 512-444-5999, ext. 1.

Sincerely,

Margaret Alsobrook  
Operations Manager

Mail to:

Ms. Margaret Alsobrook  
P.O. Box 149144  
Austin, TX 78714-9144