

REDMAN VAN & STORAGE CO.

December 11, 2013

All Redman Drivers

As you know we are having increasing difficulty in getting rated paperwork back from our outside sources (STI in particular) in order to process your trips on time, resulting in estimates, corrections or late checks. This is due partly to volume, but also to changes in STI and other processing deadlines. In the past, we have had to estimate mileages and stop charges in order to meet the pay dates we currently have in place. Then the following week we go back and re-process and make adjustments when we finally get the rated paperwork. This drastically increases the time it takes to process the 25 – 35 trips that are done each week.

To correct this issue we are going to make a change in the payment schedule for all out-of-town, overnight trips. As it currently stands you are paid either your payroll or your expense check each Friday and it include the previous 2 weeks of trips. We are going to need to extend this all out one more week. This change will only affect out-of-town, overnight trips. This will not change anything for the local daily payroll, those pay periods will remain the same.

We have attached copies of December, January and February calendars so you can have a visual on how this will be carried out. We know this will be a difficult adjustment for some of you and hope that with this advance notice you will be able to make your financial plans to accommodate the new schedule.

If you have any questions, please feel free to talk with Brandt, Tyler, Boyd or Janet.

Sincerely,

Boyd H. Ipson

President

Redman Van & Storage



