

To Our Valued Suppliers:

Anchor Bay Packaging Corporation is proud of the success and quality of its many supplier relationships. We strive to continue the excellence of our product through a focused network of customer/supplier relationships, which we hope will develop into long term and beneficial business opportunities for all. The quality we provide to our customers is greatly dependent upon the quality, performance and services of our suppliers.

Accordingly, in keeping with our goal of maintaining the highest of standards for performance and service, we have updated and revamped our Supplier Requirements Manual, which contains our terms and conditions, quality policies and other documents that form, govern and assist our relationship. As in any successful business relationship, it is imperative to clearly define the rights and duties of each participant. We hope that the revised Supplier Requirements Manual is helpful in navigating the customer/supplier requirements and conditions.

This manual contains our newly revised terms and conditions (“Terms”), which govern our purchase contracts, orders and releases (“Orders”). Each supplier should be familiar with these Terms as they set out the respective obligations of the parties and are an integral part of each Order. It is our intent that these new Terms will result in increased business certainty for the parties. Please note that the new Terms are deemed incorporated into all of our Orders and will be binding upon all suppliers commencing with all Orders issued after the date hereof. Any acceptance of (including any performance of) an Order will be deemed to be an express acceptance of these Terms.

Please note that the Terms and other policies, informational bulletins and required forms of Anchor Bay Packaging may be updated by us at any time and will be posted at our website: www.anchorbaypackaging.com. All items so posted shall be binding upon suppliers and it is suppliers’ responsibility to keep up to date with our website.

Please fill out and return the following two items from the Manual for our records:

- Supplier Profile and Quality Management System Survey (Appendix – A).
- Anchor Bay Packaging Corporation Supplier Quality Compliance Agreement (Appendix – B).

We sincerely hope that this Manual will give our suppliers the information they need to perform within the Terms of our Orders and to maintain our quality and performance standards.

As always, we are happy to answer any questions you may have. Please feel free to contact Steve Hauxwell at (586) 949-4040 during normal business hours.

Sincerely,

Customer Service /Purchasing Manager
Anchor Bay Packaging Corporation