

October 18, 1989

TO: Mike Segal
FROM: Dan Watkins

I am now preparing separate envelopes (from petty cash)
and charging postage for the following:

EVERY MONDAY:

\$125
\$370

THE LAST MONDAY OF EACH MONTH

\$150
\$250
\$500

Is this O.K.?

YES



NO

SES
Ex. 5

