

June 21, 2011

Dear Producer:

Enclosed is a 13-month supply of charts for your use. These charts are to be used only on Gatherco stations and not producer deduct meters. At this time, you should have an ample supply of charts to carry you through to our next mailing. Therefore, if you do request additional charts prior to that time, you will be invoiced accordingly.

You will be responsible for purchasing your own envelopes and applying the proper postage as required when mailing your charts to Gatherco on a monthly basis, per the chart changing instructions below. When purchasing your envelopes, please use a 9" x 12" manila envelope. All charts are to be mailed to the following address:

**Gatherco, Inc.**  
**300 Tracy Bridge Rd.**  
**Orrville, OH 44667**

**All charts should be mailed within two days after the final change dates as listed below for all systems.** Charts received late will not be processed until the following month resulting in delayed payment. Please make sure that the charts are submitted with all of the proper information completed on the back of the chart **including the 6-digit meter number.**

The chart-changing schedule is as follows (**All systems except Elk**):

<b><u>Production Period</u></b>	<b><u>Chart Change Days</u></b>	<b><u>Production Period</u></b>	<b><u>Chart Change Days</u></b>
June 2011	June 29 – July 1	January 2012	February 1 - 3
July 2011	August 1 – 3	February 2012	February 29 – March 2
August 2011	August 31 – September 2	March 2012	March 28 - 30
September 2011	October 3 - 5	April 2012	April 30 – May 2
October 2011	November 1 – 3	May 2012	May 30 – June 1
November 2011	November 30 – December 2	June 2012	June 27 – June 29
December 2011	January 3 - 5	July 2012	July 30 – August 1
		August 2012	August 29 – 31

For meters only in the **Elk System** the chart changing schedule is as follows:

<b><u>Production Period</u></b>	<b><u>Chart Change Days</u></b>
June 2011	July 11-13
July 2011	August 8-10
August 2011	September 6-8
September 2011	October 3-5
October 2011	November 14-16
November 2011	December 12-14

(Additional dates for production periods beyond November 2011 for the Elk System will be provided when available.)

Sincerely,

Nicole Pratt