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January 26, 1988

Unico Development 2905 Whitehorse Road Greenville, SC 29611 Attn: C.D. Stone

(803) 241-2275

RE: NCR/Trac-Rite Door Assocation

Dera Mr. Stone,

As requested by Byron Sparkman of NCR, we are pleased to inform you that as of January 1st, 1988, Trac-Rite Door and NCR are tentatively entering into a mutual working relationship in which Trac-Rite Door anticipates extending a limited credit line and bookkeeping service for NCR.

Arrangements are being completed for all payments on account to be submitted to a central lock box and all accounts payable will be handled through the Trac-Rite Door office in Sun Prairie, WI. A separate phone line dedicated to NCR is being installed to facilitate future account inquiries. The number will be (608)837-7275 (608-VESPARK).

By our working with NCR in this manner, we hope to strengthen NCR, as well as ourselves. If you have any questions, please contact me at (800)448-8979.

Sincerely,

Carry Kampe

Vice President

LK/ji

EXHIBIT O

314 Wilburn Road • Sun Prairie, Wisconsin • (608) 837-7899 • (800) 448-8979 / Outside WI (800) 732-2288 / Inside WI

