

7<sup>th</sup> June 2017

Dear Sir / Madam,

**Morland Panels, Morland Profiles and Morland Prefit.**

Here at Morland we are continually looking at ways to improve our business processes. As our Morland businesses continue to develop it has become apparent that there is an increasing amount of overlap between the business units and that this can cause unnecessary duplication for our Suppliers where they are supplying 2 or more of the business units. As a result of this we have decided to merge the Morland business units into one entity with effect from 1<sup>st</sup> July 2017. This new entity continues as a trading division of Newmor Group Ltd so the current Company registration number and registered office details remain unaltered.

Any purchase orders placed prior to this date will be automatically transferred over to the new name and all documentation from that point on will carry just the 'Morland' identity. Suppliers are able to maintain 3 separate Morland accounts on their systems following the merger if they so wish but it would be helpful if they could migrate to 1 account at their earliest convenience.

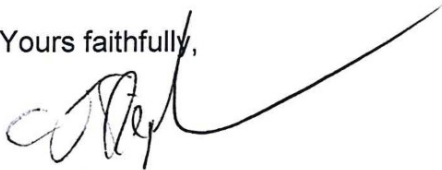
**In order to facilitate a smooth transition to the merged business Morland will not be accepting any deliveries on Thursday 29<sup>th</sup> or Friday 30<sup>th</sup> June 2017. Please ensure your transport departments are instructed accordingly.**

As part of further efficiency improvements we request that, going forward, all invoices and statements be received by our accounts office no later than the 5<sup>th</sup> working day of the month following supply. Any invoices received after this date will be processed for payment as if the goods had also been received after this date – i.e. a month later than if the invoice arrives before the 5<sup>th</sup> working day. The date of receipt will be the date it is physically received at our offices if sent by post, irrespective of the date of postage. The most efficient way to send invoices to us is by email to [invoices@morland-uk.com](mailto:invoices@morland-uk.com).

Morland would like to thank you for your co-operation with these changes. If you have any questions or concerns regarding this matter please raise them with your normal contact or by email to [merger@morland-uk.com](mailto:merger@morland-uk.com). Alternatively, contact the accounts office at:

Morland  
Unit 2 Buttington Cross Enterprise Park  
Welshpool  
Powys  
SY21 8SL

Yours faithfully,



C J Stephens  
Financial Director