



April 24, 2008

Dear Phoenix Area Newspaper Vendor:

Effective Monday, May 5th, 2008, all Phoenix Division sales will be paid through **iControl Systems**. Please submit your invoices electronically through the www.icontrolusa.com website or via e-mail at data@icontrolusa.com.

Hardcopy invoices can be mailed to: **iControl Systems USA, LLC., PO Box 447, Rockville, MD 20848**. Their toll free number is 1-800-768-4767.

All invoices and balances prior to May 5th, 2008 should be sent to and paid for by Safeway. To ensure a smooth transition, do not enter Safeway stores before 7am on May 5th. This will allow our Back Door Receiver time to inventory any unsold newspapers and to create a return invoice for your records.

The daily delivery process will remain the same. The delivery person must complete the Safeway check-in log each day in the presence of the receiving clerk or designate. All other processes will remain the same including returning unsold papers to the vendor. Stores have been instructed to keep unsold newspapers – we understand that you want the unsold copies to be returned to you.

Scanned sales will become the basis for newspaper billing, and the store's sales data will be sent to iControl. If your sales data is different than the scanned sales, you may submit a store signed/stamped invoice or store log (proof of delivery) to iControl for additional research and consideration.

Product should be delivered to the rear door to ensure it is placed on sale inside of the store.

If any questions arise or if you need registration help, please contact **Rick Perez**, the iControl account executive for Safeway, at **408-365-1199** or email him at rick.perez@icontrolusa.com.

Warm Regards,

Clive Fernandez
Category Manager