



Dear Valued Customer,

In our efforts to eliminate lost mail, increase efficiencies and keep our costs to you competitive, as well as being more environmentally friendly, we would like to offer a paperless billing option.

Currently we mail you a paper copy of your invoice as well as any other required paperwork. If your company would accept these documents emailed in PDF format instead of being mailed via US Postal Service, please complete the section below.

Our document imaging and shipment tracing systems (<http://www.cgor.com>) are available 24 hours a day, free of charge for your convenience and we want to use these to increase efficiencies, consume less paper and natural resources. If you wish to participate in either program, please just complete the short form below and fax back to: **828-615-2351**

Company Name: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Most recent invoice #: \_\_\_\_\_  
Email address for invoices to be sent to: \_\_\_\_\_

Signed: \_\_\_\_\_ Dated: \_\_\_/\_\_\_/\_\_\_

\_\_\_\_\_ We elect to use the option to receive Invoice AND POD via PDF.

\_\_\_\_\_ We elect to use the option to receive Invoice via PDF with free access  
To the Cargo imaging system via the internet to retrieve any POD  
Documents as needed.

\*\* By selecting these options, we understand that all billing information will be sent electronically and nothing will be sent via US Postal service.

Thank you for your help and cooperation!