

MacValley Oil Company  
P.O. Box 1149  
Oxnard, CA 93032-1149  
805-485-6900  
805-988-0685 FAX

Dear MacValley Oil Company:

This letter is to inform you that I have a new mailing address. Please update your records to replace my previous address and phone numbers:

Previous Address & Telephone Number:

Account Number: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State & Zip: \_\_\_\_\_  
Telephone No: \_\_\_\_\_

with the following **new** address:

**Company Name:** \_\_\_\_\_  
**Contact Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City, Sate & Zip:** \_\_\_\_\_  
**Telephone No:** \_\_\_\_\_

Effective Date: \_\_\_\_\_

Thank you for your prompt attention to this matter.

Sincerely,