

Attention: Tax Department

Subject: Chemical Diversion and Trafficking Act of 1988

The subject Act (Department of Justice, DEA) requires record keeping and reporting of sales, receipts, theft, importation and exportation of selected chemicals used in the production of illegal drugs. We are requesting your assistance in supplying certain information Whitaker Oil Company must keep on file for its Acetone, Methyl Ethyl Ketone (MEK), Methyl Isobutyl Ketone (MIBK), and Toluene customers.

The Act states that Whitaker Oil Company must establish the identity of each Acetone, Methyl Ethyl Ketone (MEK), Methyl Isobutyl Ketone (MIBK), and Toluene customers' authorized purchasing agent or agents and have on file each person's signature. Once the authorized purchasing agent(s) has been established, the agent(s) signature must be updated annually. **Whitaker Oil Company is prohibited from making shipments unless an authorized agent of record places the order.**

To satisfy compliance requirements with the Act and prevent delays in future shipments of Acetone, Methyl Ethyl Ketone (MEK), Methyl Isobutyl Ketone (MIBK), and Toluene, we ask that you complete the information on the following attachment; listing **all** authorized purchasing agents and email/fax the attachment to Whitaker Oil Company today.

Should you have any questions, please contact your sales representative or call 404.605.8784

PLEASE SEND SIGNED COPY OF THE FORM TO Katherine.Worsham@whitakeroil.com

Email is strongly preferred. Should fax be necessary, send to 404.605.8786.

Please return this form as soon as possible.

Best Regards,

Darlene McDonald
Controller
darlene.mcdonald@whitakeroil.com



Customer Name: _____
Address: _____
City, State Zip _____

Please add your signature, printed name and date below, authorizing you as a purchasing agent for Acetone, Methyl Ethyl Ketone, Methyl Isobutyl Ketone, and Toluene for the location address listed above, per the Chemical Diversion and Trafficking Act of 1988.

Signature: _____ Signature: _____

Printed Name: _____ Printed Name: _____

Title: _____ Title: _____

Email: _____ Email: _____

Date: _____ Date: _____

Signature: _____ Signature: _____

Printed Name: _____ Printed Name: _____

Title: _____ Title: _____

Email: _____ Email: _____

Date: _____ Date: _____

Signature: _____ Signature: _____

Printed Name: _____ Printed Name: _____

Title: _____ Title: _____

Email: _____ Email: _____

Date: _____ Date: _____

**Please email to Katherine.Worsham@whitakeroil.com
or fax to (404) 605.8786**