

RE: I.A.M. National 401(k) Plan

Dear _____ :

In order for our Trustees to determine if a transfer or merger of the Company 401(k) Plan covering I.A.M. employees to the I.A.M. National 401(k) Plan is appropriate, we will need the following documents:

- Plan Document
- Trust Agreement
- Summary Plan Description
- List of all investment options
- Form 5500 with all attachments for the last 2 years
- Audit reports for the last 2 years
- Copies of the ADP and other nondiscrimination testing for the last 2 years
- Most recent determination letter from the IRS
- Copy of packages sent to new eligible employees

Please send the documents to my attention at the Fund Office. Also please provide the name and telephone number of the appropriate person(s) to contact if we have any questions on the material.

Enclosed is a sample Transfer Agreement. The actual Transfer Agreement may be modified as appropriate. Also enclosed is a copy of the Employer Requirements.

If you have any questions please do not hesitate to call me. I look forward to hearing from you.

Sincerely,

Fund Representative
Education Department

/pea
Enclosure
Cc:

GVP