

**From:** Lesley Groff <[REDACTED]>  
**To:** Lisa Reiss <[REDACTED]>  
**Subject:** Re: HI  
**Date:** Wed, 11 Jul 2012 15:37:25 +0000

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thank you for the info! I will speak with our accounting dept.

On Jul 11, 2012, at 11:28 AM, Lisa Reiss wrote:

Good Morning Lesley,

Our company policy is to automatically renew maintenance agreements annually on the anniversary date of the installation of the machine. Your machine was installed on 02/02/06. We do not charge a cancellation fee, but do ask that we received notification in writing at least 30 days before the renewal date and a status page for the final meter reading on the last day of the contract period.

Feel free to contact me if you need any further information.

*Lisa A. Reiss*

Service Supervisor

Advanced Imaging Systems, Inc.  
946 West Main St.  
Riverhead NY 11901

(631)727-3354  
(631)727-7299 (fax)

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**From:** Sol Krawczyk  
**Sent:** Wednesday, July 11, 2012 11:12 AM  
**To:** Lisa Reiss  
**Subject:** FW: HI

Lisa can you please respond back to Lesley below.  
Thanks

*Sol Krawczyk*  
General Manager

Advanced Imaging Systems  
Riverhead, NY (631) 727-3354  
Westbury, NY (800) 838-3354

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**From:** Lesley Groff [mailto:[REDACTED]]  
**Sent:** Wednesday, July 11, 2012 10:52 AM  
**To:** Sol Krawczyk  
**Subject:** Re: HI

Sol, can you tell me if there is a cancellation fee involved (I think Patty said no)...also, what is our anniversary date of contract so I can tell our accounting dept. if they ask me.

thanks, Lesley

On Jul 11, 2012, at 10:32 AM, Sol Krawczyk wrote:

*Sol Krawczyk*  
General Manager

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