

Date: 08/05/2002
From: NLMCC Trustees
RE: NLMCC's Policy regarding Outstanding Checks

It is the policy of NLMCC to make every attempt possible to contact the payees of outstanding checks that have failed to clear the bank.

Our outside accountant will reconcile bank statements monthly, and a list of outstanding checks will be provided. Any checks outstanding for more than 6 months will be investigated immediately.