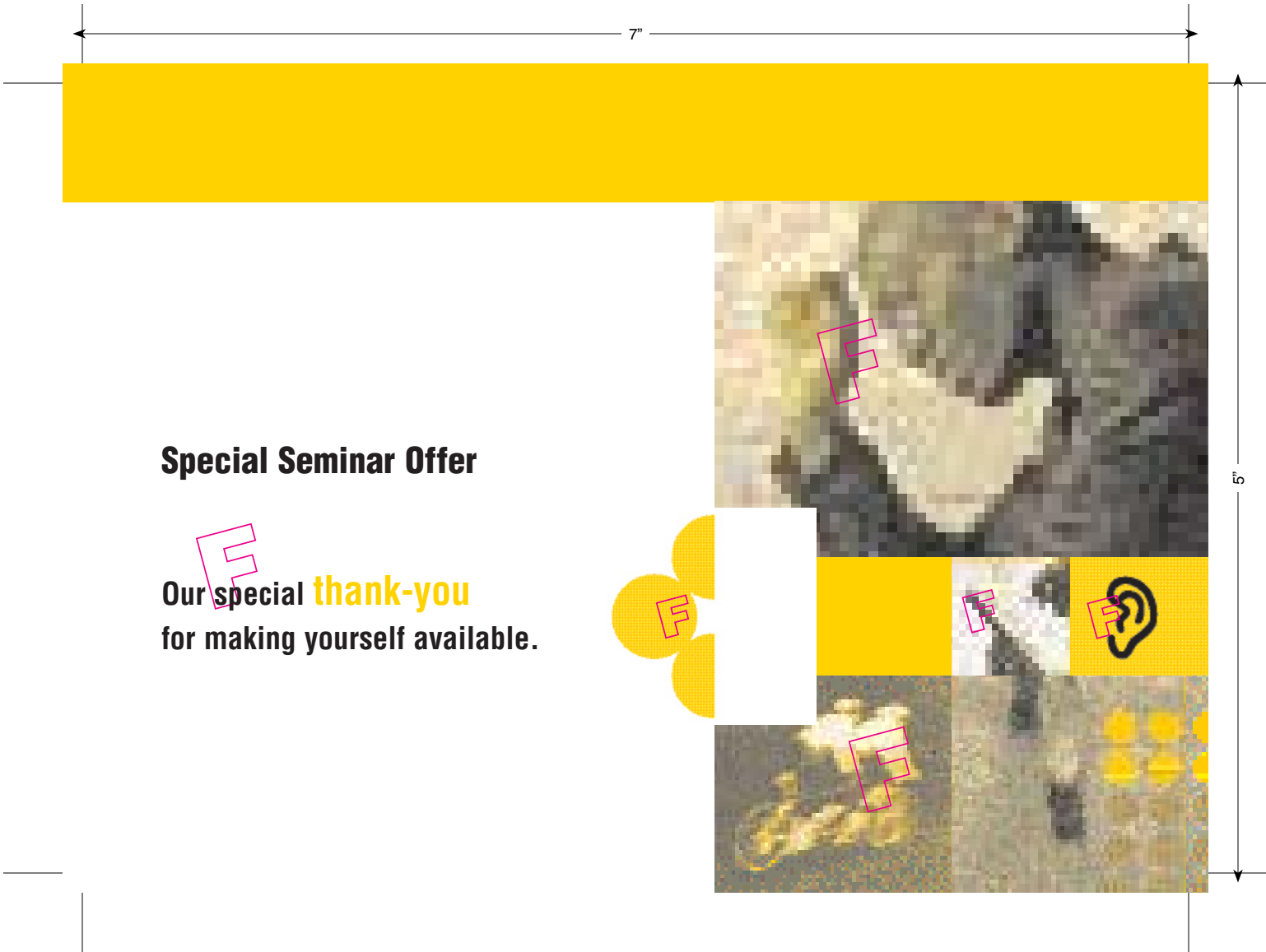


Notes to Production for replacing FPO art in templates:

- 1) All art work marked FPO must be replaced.
- 2) Lotus art files must be prepared in CMYK or Two Color.
Refer to the Lotus Cookbook for these options.
- 3) Business Partner art files must be prepared in Two Color.
Refer to the Lotus Cookbook for all the approved colors.
- 4) Option for PMS color pending FPO logo



NOTE – TYPE SET IN GREEN DOES NOT PRE-PRINT – IT GETS LASER PRINTED INSTEAD

THIS IS A GENERIC TEMPLATE. If necessary, modify its format to comply with standards in each local geo.

IBM	<p>Client: IBM</p> <p>Job Number: IBM-LTC-021206</p> <p>Product: LOTUS Cookbook</p> <p>Description: Business Partner-Postcard</p> <p>Publication: n/a</p> <p>Space/Unit: n/a</p> <p>Issue Date: 4/15/02</p> <p>Code/Extension: n/a</p> <p>Account Executive: T. Einziger x3261</p> <p>Asst. Account Executive: K. Yee x3141</p> <p>Art Director: D. Healy x3280</p> <p>Copywriter: n/a</p> <p>Customer Service Rep: Lisa Garcia</p> <p>Production Manager: A. Marasovic x3396</p> <p>Production Associate: M. Mitchell x3734</p> <p>Cost Control: n/a</p> <p>Vendor: Studio</p>
<p>File Name: Form 1 F3 R4 T1</p>	

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IBM	Client: IBM Job Number: IBM-LTC-021206 Product: LOTUS Cookbook Description: Business Partner- Postcard Publication: n/a Space/Unit: n/a Issue Date: 4/15/02 Code/Extension: n/a Account Executive: T. Einziger x3261 Asst. Account Executive: K. Yee x3141 Art Director: D. Healy x3280 Copywriter: n/a Customer Service Rep: Lisa Garcia Production Manager: A. Marasovic x3396 Production Associate: M. Mitchell x3734 Cost Control: n/a Vendor: Studio File Name: Form 2 F3 R4 T1
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