

THE IMPERIAL TOBACCO COMPANY, LTD.

FOR INTER-OFFICE CORRESPONDENCE

FROM RICHMOND OFFICE

REFER TO SUPPLY DEPT.

TO GREENVILLE BRANCH

DATE JULY 8, 1957

ATTN: MR. J. R. MOYE, JR.

We wish to use the following of your trucks in the Georgia Section:

| | | |
|---------------------|---|--|
| X No. 1 | - | Blackshear |
| X No. 46 | - | Moultrie |
| X No. 2 | - | Statesboro |
| X No. 9 | - | Vidalia |
| No. 33A/34 | | Jasper, Fla., Lake City, Fla. and Live Oak, Fla. |

These trucks will assist in distributing supplies. Please load the trucks per the attached shipping list. Please prepare packing list for each truck, giving two copies to the driver, one for his use and one for Mr. Shaw.

Your trucks should leave Greenville, July 15th., under the supervision of Mr. Phillips, in time to join the fleet at Stop 301, Fayetteville between 10:30 and 11:00 AM. Mr. Shaw will take over then the supervision of your trucks with the balance of the fleet.

It is our intention that your semi-trailer No. 33A/34 haul supplies to Georgia and pick up its load of tobacco at Moultrie, Ga. and return up country. This equipment will operate under the supervision of Mr. Farmer at Wilson Branch.

Please see that loads for the small trucks do not exceed 5,000 lbs. for the trip to Georgia.

Take regular tarpaulin and best set of tie ropes for semi-trailer. Each local truck is to take its highway tarpaulin and windbreaker tarpaulin and best set of tie ropes. Replace all batteries that have been in truck 12 months with new (low priced) battery.

Advance drivers expense money as per General Instructions, Section U, Pages 11 and 12.

PBM/bb

PDM