

April 12, 2002

Ms. Catherine Gladstone William C. Earhart Co., Inc. P. O. Box 4148 Portland, Oregon 97208

Dear Ms. Gladstone:

This is to summarize our agreement with William C. Earhart Co., Inc. acting to reimburse Kaiser Permanente employees for \$25.00 charges from the Kaiser Dental Program:

- Kaiser employees may submit \$25.00 co-pay receipts to William C. Earhart Co., Inc. by mail or fax.
- Your correct address is Dental Co-Pay Reimbursement Plan, P. O. Box 4148, Portland, Oregon 97208; your correct fax number is (503) 284-9386.
- 3. The employee will provide the following additional information:
 - > Their full name, their address and their home telephone number
- 4. Your office will reimburse each of these claims.
- 5. Your office will send me a monthly report including:
 - > Name of the employee and date of reimbursement
- 6. Your office will bill me directly for the amount of reimbursements at the administrative fee of \$60.00 per hour.

Sincerely,

N. James Pruitt

Director, Labor Relations

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