



October 2013 Announcement

CHANGE OF ADDRESS FOR ADAMS ELEVATOR CUSTOMERS

ALL PAYMENTS SHOULD BE SENT TO NEW ADDRESS EFFECTIVE IMMEDIATELY

Adams Elevator Equipment Company announced a change of address for mailing all payments effective immediately. The new address will appear on all invoices and, from this point forward, all payments should be sent to the new address. The address, listed here, is a lock box and should only be used for invoice payments.

The "Remit To" address will be changing from DEPT 77-2611 to:

Adams Elevator Equipment Company
2611 Eagle Way
Chicago, IL 60678-1261

For a short period of time, Adams will process checks received at the old address. Within a few months time, however, mail will be returned to customers who have not made the appropriate adjustments. If your check is returned to you, Adams is prepared to respond to any inquiries regarding the change of address. Thank you for your cooperation. All other correspondence should continue to be mailed to our office at:

Adams Elevator Equipment Company
100 South Wacker Drive, Ste. 1250
Chicago, IL 60606-4004

For more information contact:

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