

# NEW AGE ENCLOSURES

January 9<sup>th</sup>, 2017

**OFFICIAL NOTICE: New Age Enclosures manufacturing facility and corporate office are moving to 2240 South Thornburg, Santa Maria, California 93455**

Dear Valued Customer,

We are pleased to inform you New Age Enclosures is relocating its Headquarters and Manufacturing Facility to a larger, upgraded facility in Santa Maria, California. The new facility is located 34 miles from our current location. We are making the move to obtain more capacity to be of even greater service to you.

This letter provides advance notification so you may make arrangements within your company to help ensure business operations between our companies remain uninterrupted. Please distribute this information to all relative departments within your company including Accounting, Quality Assurance, Purchasing, Engineering, and Shipping.

**The move is currently scheduled for April 3, 2017 through April 28, 2017.** The key to a smooth transition is advanced purchasing and planning. Many aerospace resins have 19+ week lead-times. Therefore it is critical you provide us with forecast and Purchase orders inclusive of all overs and spares required to sufficiently cover your product needs from March 1, 2017 through May 31, 2017. **NOTE: no further request will be made for your Forecasts and Purchase Orders. Please make sure they are issued to us upon receipt of this notice so we may sufficiently manufacture enough products in advance to prevent disruptions in deliveries during the move period.**

New Age Enclosures email addresses and phone numbers will remain unchanged.

**Our new mailing address will become the same as the new physical address:**

**New Age Enclosures, 2240 South Thornburg, Santa Maria, CA 93455**

Due to the inherently unpredictable nature of building the move period may change. We will contact you again to let you know exact move dates and to let you know when all correspondence, PO's and shipments are to be directed to our new location.

**Quality Management System and Regulatory Approvals:** This move only involves the physical location of the facility. All existing AS9100 and ISO 9001 Quality Management System Processes currently approved and registered, as well as all other Manufacturing, Inspection, and Test processes, fixtures, tooling, test sets, etc. will be re-located to the new facility, intact and without change. The processes at the new facility will be validated to ensure that they continue to yield fully compliant products. We have coordinated this move with our Third Party Registrar to ensure that our system will remain approved to AS9100 / ISO 9001 after the relocation.

**Continued Approval by Your Company after the move:** After the move, New Age Enclosures Quality Department welcomes all customers to visit our new facility to perform a Quality audit to ensure that New Age remains an approved supplier for your company. Please contact the New Age Enclosures Quality Department now to let us know if your company requires a new on-site audit so we may make arrangements with you in advance.

We sincerely appreciate your ongoing business. Thank you in advance for your cooperation and support.

Randall Dennis  
New Age Enclosures  
President

[WWW.NEWAGEENCLOSURES.COM](http://WWW.NEWAGEENCLOSURES.COM)

T 805.595.1310  
F 805.595.1024

4330 Santa Fe Road  
San Luis Obispo, Ca 93401