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# Office Relocation and Shipping Notice

To our valued customers and vendors:

Please be advised that we are moving our offices to Monterey, CA **as of August 1st, 2024**.

**Beginning July 26<sup>th</sup>**, we ask you to **hold all shipments through August 2nd**, after which we will resume our normal shipping and receiving operations from our new location in Monterey. **Please do not ship anything to our old address in Redding, CA after July 26<sup>th</sup>, as this will cause delays.**

We apologize for any inconvenience this may cause you and we appreciate your understanding and cooperation. We will send you a confirmation email with our new address and contact details once we have settled in our new location. If you have any questions or concerns, please feel free to contact us at [sales@dataray.com](mailto:sales@dataray.com) or [purchasing@dataray.com](mailto:purchasing@dataray.com) or +1-831-215-2200.

For your records, our new address is:

31 Upper Ragsdale Drive, Suite 1  
Monterey, CA 93940

Thank you for your continued support. We look forward to continuing to work with you from our new location in August!

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Garvey", is written over a light blue horizontal line.

Kevin Garvey, COO, DataRay Inc.