



**lone oak**  
PAYROLL

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## IMPORTANT NOTIFICATION REGARDING YOUR PAYMENTS

Dear Accounts Payable Manager,

A-List Apartment Staffing has entered into a financial arrangement with ARA, Inc. as a source of capital funding, pursuant to which A-List Apartment Staffing has assigned all right, title and interest to its receivables to ARA, Inc.

To support this strategic alliance, this letter is NOTICE that:

**All of A-List Apartment Staffing's right and title and interest under all invoices issued to you and your affiliates, and all accounts receivable due from you and your affiliates, whether now existing or hereafter arising, have been assigned to ARA, Inc. (together with its successors and assigns, "ARA").**

**In connection with such assignment, the undersigned hereby irrevocably instructs you to make such payments to:**

**ARA, Inc. c/o Wells Fargo Bank, N.A.  
P.O. Box 52584  
Phoenix, AZ 85072-2584**

**The foregoing payment instructions are effective immediately, are irrevocable, and may not be modified without the prior written consent of ARA.**

We appreciate your business, and will work with you to make this change as transparent as possible.

Sincerely,

Ashlee Mikesh  
Vice President, Payroll Funding  
P: (651) 452-0366  
E: [ashleeb@loneoakpayroll.com](mailto:ashleeb@loneoakpayroll.com)