

February 11, 2011

RE: Audio Visual Services Group ("AVSC") vs. Dodd, Michael, et al.
Reference #:1440002745

Dear Counsel:

This letter is to inform you that JAMS has closed the file in the above referenced matter. Should you wish to collect any of the documents that you submitted pertaining to the matter, we ask that you do so as soon as possible.

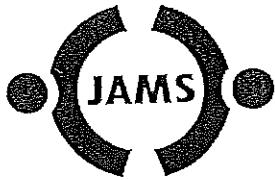
Please note that pursuant to JAMS Document Retention Policy, we will destroy all documents submitted by all parties to the matter, such as briefs, exhibits, evidence and transcripts, etc. unless you contact JAMS within 30 days of the date of this letter. If you have any questions about our procedures, please feel free to contact me. My direct phone number is 714-937-8254.

On behalf of JAMS, thank you for your business. I hope that we can be of assistance to you in the future.

Sincerely,

Carol Edwards

Administrative Assistant-Client Services



THE RESOLUTION EXPERTS®

Document Retention Policy

Please note that 30 CALENDAR DAYS after termination of any case JAMS will destroy the following documents submitted by parties unless parties specifically notify JAMS that they wish to collect their documents:

- Briefs
- Exhibits
- Evidence
- Transcripts

Parties should collect their documents as soon as possible after the termination of a case. Otherwise, they will be destroyed 30 days thereafter. Please note that JAMS does not maintain a duplicate file of documents, which are normally forwarded to the Neutral upon receipt. Any items marked with notes, comments or suggestions by the Neutral will automatically be destroyed upon closing of the file.

“Termination” of a case is defined as any of the following:

- Resolution of a matter, e.g., either through settlement or issuance of an award
- Mutual agreement to close the matter
- Withdrawal from ADR Process
- Time Period of one year elapses without any resolution and no future dates on calendar
- Notice from JAMS that the matter has been terminated