



## **IMPORTANT NOTICE**

March 15, 2011

To: All International and Domestic Sales Management and Channel Partners

Subject: Bureau of Industry and Security / Exports of Controlled Products

The Department of Commerce's Bureau of Industry and Security (BIS) regulates and licenses exports from the United States and re-exports of U.S. products from other countries.

The regulations governing U.S. exports and re-exports of U.S. products can be found at the following website: [www.bis.doc.gov](http://www.bis.doc.gov).

Among the types of products currently controlled for export are the following Versa - Matic products: PVDF (Kynar) and Hastelloy C (Alloy C) pumps fitted with PTFE (Teflon) or Viton/PTFE components. These products require specific export licenses to be issued to the exporter before these products can be shipped from the U.S. to the 157 countries. The restrictions apply to: (1) all direct exports of these controlled pumps from the U.S. by Versa - Matic, (2) international sales by U.S. distributors, and (3) re-exports by companies located in countries outside the U.S. (under U.S. law, re-exports are sales from one foreign country to another foreign country). Thus, sales to distribution through third party sales transactions may require export licenses.

In an effort to ensure prompt license applications and the fastest license processing times possible, please send the following information to our Customer Service Department when placing export orders for the controlled products described above.

Export License Application Requirements:

1. Complete name, street address, telephone number, and website (if available) of distributor selling.
2. Complete name, street address, telephone number, and website (if available) of end-user. This information is needed to purchase orders before submitting to the factory.
3. Complete name, street address & telephone number of freight forwarder in the country where delivered (NOT U.S. freight forwarder).
4. Any other parties to the transaction, their role, and their address information as above.
5. Specific End Use for all products being purchased:
  - a. What is being pumped through our product?
  - b. What end product will be produced?
6. Include a business registration/certificate of the distributor and the end-user in their native language and an English translation of each document.

To download a PDF copy of the export license agreement form, please go to [www.versamatic.com](http://www.versamatic.com) and scroll to the bottom of the home page.

If you should have any further questions, please to contact Monica Sleek, [msleek@idexcorp.com](mailto:msleek@idexcorp.com).

Regards,

Monica Sleek  
Export Compliance Administrator  
Warren Rupp, Inc.