

2520032902023



December 26, 2002

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Top Hat Plan Exemption  
Pension and Welfare Benefits Administration  
Room N-5644  
U.S. Department of Labor  
200 Constitution Avenue NW  
Washington, D.C. 20210

Dear Sir or Madam:

Fiber Instrument Sales, Inc.  
Reporting and Disclosure Compliance Statement

In compliance with Section 110 of the Employee Retirement Income Security Act of 1974 (ERISA) and the regulations thereunder, enumerated in Section 2520.104-23, Fiber Instrument Sales, Inc. is filing this Reporting and Disclosure Compliance Statement and in connection herewith, provides the following information:

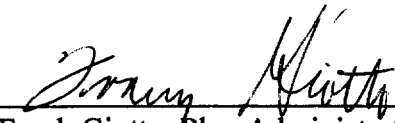
1. Name and Address of Employer: Fiber Instrument Sales, Inc.  
24 Clear Road  
Oriskany, New York 13424
2. Employer Identification number: 16-1340858
3. Number of Top Hat Plans: 1
4. Number of Employees Participating in Each Plan: 1-4
5. Purpose of the Plan:

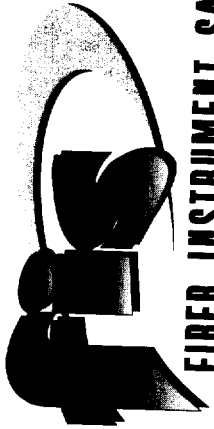
Fiber Instrument Sales, Inc. maintains this unfunded plan primarily for the purpose of providing deferred compensation for a select group of management or highly compensated employees.

Fiber Instrument Sales, Inc. will provide the plan document to the Secretary of Labor upon request, as required by Section 104(a)(1) of ERISA.

Fiber Instrument Sales, Inc.,  
as Plan Administrator

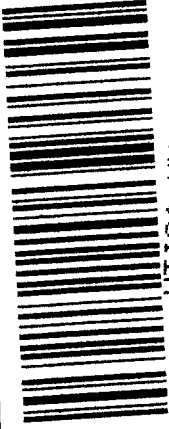
By:

  
Frank Giotto, Plan Administrator

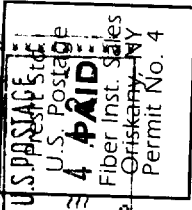
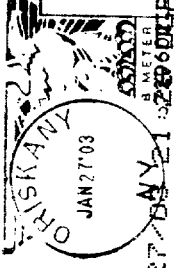


**FIBER INSTRUMENT SALES, INC.**

**CERTIFIED MAIL**



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Top Hat Exemption  
Pension + Welfare Benefits Administration  
Room N-3044  
U.S. Department of Labor  
200 Constitution Avenue NW  
Washington DC 20540