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RICHMOND, VIRGINIA, USA
501 RESEARCH ROAD
RICHMOND, VIRGINIA 23236-3090 USA
PHONE 804-794-9615 FAX 804-794-9514
SAN LUIS POTOSI, MEXICO
AVE. POTOSI 370 LOMAS DE SAN LUIS
SAN LUIS POTOSI, S.L.P. 78210 MEXICO
PHONE (52) (48) 130865 FAX (52) (48) 132562
www.fi-tech.com

U.S. DEPARTMENT OF LABOR
PENSION AND WELFARE BENEFITS ADMINISTRATION
02 JAN 31 AM 11:09

October 12, 2001

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

U.S. Department of Labor
Pension and Welfare Benefits Administration
200 Constitution Avenue, N.W.
Room N5644
Washington, D.C. 20210

Re: Top Hat Plan

Dear Sir or Madam:

Pursuant to the reporting and disclosure requirements of Title I of ERISA for unfunded plans maintained by an employer for a select group of management or highly compensated employees, please be advised that Fi-Tech, Inc. maintains the following plan primarily for the purpose of providing deferred compensation to such employee:

FI-TECH, INC. SUPPLEMENTAL EXECUTIVE RETIREMENT PLAN

The number of current plan participants is one (1).

The employer identification number of Fi-Tech, Incorporated is 54-0914650, and the address is as follows: 501 Research Road
Richmond, Virginia 23236

Please do not hesitate to contact me if you have any comments or questions in this matter.

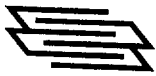
Very truly yours,

FI-TECH, INC.

By

Todd L. Bassett, Managing Director

748929.02

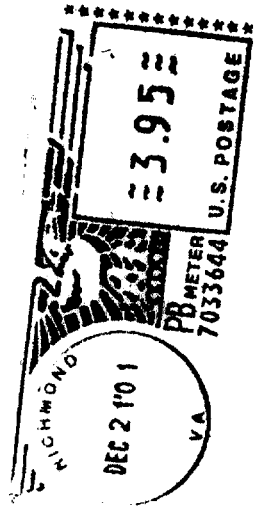


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CERTIFIED MAIL



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