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HerndonProducts.com

IMPORTANT UPDATE. PLEASE DISTRIBUTE.

*As announced in May 2016, the Herndon Products, LLC business operates within **KLX Aerospace Solutions**, the leading global distributor of aerospace fasteners, consumables and supply chain solutions. See May 2016 Press Release announcing KLX's acquisition of Herndon here: KLX.com. Herndon Products, LLC is a wholly-owned subsidiary of KLX Inc.*

Dear Valued Customers:

Effective **May 1, 2017**, as a part of Herndon's integration into the KLX Aerospace Solutions segment, Herndon Products, LLC will change its name to **KLX Aerospace Solutions Defense LLC**. Following the name change, Herndon will continue to operate its business with the same legal structure, officers, personnel, account information, and policies and procedures. We will confirm and deliver to you an official notice on May 1.

Herndon Products, LLC's CAGE Codes, DUNS Number, SITA address, QMS and ERP System, phone numbers, physical addresses, and tax identification number **will not change** as a result of our planned name change. In addition, all contacts with whom you conduct business are otherwise unchanged.

As detailed below, "Remit To" instructions, Herndon Products, LLC's Quality Manual and orders placed with Herndon Products, LLC will need to be updated to reflect the name change, effective **May 1, 2017**. We will provide further details on these items when we deliver official notice that the name has changed. Please do not hesitate to contact your representative with any questions.

ACTIONS REQUIRED BY YOUR COMPANY

Effective May 1st, please update your records and financial systems to reflect Herndon Products, LLC's new name, **KLX Aerospace Solutions Defense LLC**, so that purchase orders, invoices, and other applicable documentation can be processed as usual. Additionally, effective May 1, 2017 we ask that your organization:

- Update any existing internal supplier code from "Herndon Products, LLC" to "**KLX Aerospace Solutions Defense LLC**"
- Update Approved Supplier Listings to reflect the "**KLX Aerospace Solutions Defense LLC**" name
- Submit all correspondence reflecting the new name



We request that you distribute this message within your organization to ensure the necessary awareness. Thank you for your continued partnership. We look forward to working with you as **KLX Aerospace Solutions Defense LLC**.

Regards,

Scott Herndon
President
Herndon Products, LLC

QUESTIONS AND ANSWERS

1. *When do we need to modify our systems due to your name change?*

For a smooth transition, no changes should be made within your systems prior to Herndon Products, LLC delivering notice that the name change is complete. The target date is May 1, 2017 for these changes, and you will receive follow up confirmation that this is the case.

Existing & New Orders

2. *What about my pre-existing purchase orders issued to Herndon Products, LLC?*

Any PO issued to Herndon Products, LLC before the name change will be honored. Orders shipping on or after the name change will reflect the new "KLX Aerospace Solutions Defense LLC" name. Further, any payments made after the name change should be made to "KLX Aerospace Solutions Defense LLC".

3. *Will contracts have to be amended to reflect the KLX name?*

No, Herndon Products, LLC is simply changing its name. You will still be conducting business with the same company. All contractual obligations with Herndon Products, LLC will remain in place and will not be affected by the name change. Further, your current Herndon Products, LLC customer account number will remain the same and your statement of balance will simply reflect the name change.

4. *Can I send my orders using the name KLX Aerospace Solutions Defense LLC now?*

Yes. You can now start placing orders to your Herndon contact using the new name "KLX Aerospace Solutions Defense LLC".

Quality Assurance

5. *Will the Quality Manual change?*

Only the name and logo of Herndon Products, LLC will change; our QMS and QA Manual content will remain the same. The updated Quality Manual will be available for download at www.KLXDefense.com on and after the name change. New surveys will be processed upon request on and after the name change.



6. **Are all quality accreditations flowing to the new company name (e.g. ISO 9000, AS9100, all 3rd-party approvals)?** YES **Is re-certification necessary?** NO
7. **Will manufacturer and supplier certs show traceability to Herndon Products, LLC after May 1?**
Yes, all previous certification received prior to the name change will remain as Herndon Products, LLC. You may continue to rely on manufacturer and supplier certs that reference the Herndon Products, LLC name after the name change.
8. **How should I process RMAs?**
RMAs should be processed with your current Herndon Products, LLC Sales Representative. Products should be returned to the address listed on the RMA confirmation form and a credit will be available on your existing Herndon Products, LLC account.

Communications & Points of Contact

9. **Will emails and websites change?**
Yes, the new KLX email format will be *Firstname.Lastname@KLX.com*. However, emails sent to existing Herndon addresses after the name change will not be lost; they will be automatically forwarded to the recipient to allow time to update your contact records.

As of May 1st, our business's website will be KLXDefense.com.

10. **Where do we go for more information regarding the name change?**
All communications will also be available for download at www.KLXDefense.com.

11. **Where should I send payments?**
We are in the process of migrating Herndon Products, LLC bank accounts to another financial institution. In our official name change notice, we will provide updated financial remittance information. For now, please continue to pay Herndon Products, LLC as normal.

Please know that after the name change, payment should be issued to "KLX Aerospace Solutions Defense LLC". Also, after the name change, all invoices from Herndon Products, LLC will be issued in the name of "KLX Aerospace Solutions Defense LLC".

A formal statement confirming the name change will be provided.