



February, 2012

Dear Supplier,

In January 13th, 2012, Mexican Government published rule 3.1.31 of the General Rules of Foreign Trade. This publication made effective the procedure that establishes among many other modifications in the way Mexico does Customs, that those invoices to be used for border-crossing purposes fulfill certain characteristics.

This change is optional from now until March 1st, 2012, when it will become fully mandatory.

It is therefore requested from your company that starting as soon as possible, **invoices** to be supplied with the materials ordered by Cummins, S.de R.L. de C.V., Cummins Comercializadora, S.de R.L. de C.V., Cummins Generator Technologies Mexico, S. de R.L. de C.V., Cummins Filtracion, S. de R.L.de C.V. or Cummins Juarez, S.A. de C.V., as part of this legal requirement, **are sent in the format described below:**

- **In a PDF file**
- **Resolution at 300 dpi.**
- **Grayscale 8-bit depth.**
- **Without Optical Recognition (OCR) previously applied**
- **Without blank pages at the beginning the end or the middle of the file, in case the invoice is more than one page long**

It is of utmost importance that invoices sent do contain the **right data and information about your company, the document itself (number, date, etc.), as well as about the goods being shipped (quantity, value, etc.)**

These electronic files must be sent to the individual placing the PO or release directly to your company, with no delay once the shipment has been delivered.

Failing to send the files with these characteristics might result in penalties at Customs, as well as delays in receipt of the goods, which could potentially delay your payments.

We appreciate your full compliance with this MX Government-enforced change. It is requested in the spirit of the Cummins Supplier Code of Conduct which dictates that engaging in business with Cummins entails also fulfilling legal requirements everywhere.

Sincerely,

Yolanda Cortes

Regional Leader - Mexico
Corporate Indirect Purchasing
Cummins Inc.