AMERICAN INTERNATIONAL COMPANIES

PROGRAM DIVISION BULLETIN

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IMPORTANT NOTICE REGARDING ACCESS TO ISOTEL

As previously noted in Program Division Bulletin 2005-08, we have facilitated access to ISOTEL (specific property rates) for our Program Administrators, allocating access for 2 individuals per location. E-mails will be distributed to each individual in your organization to inform them of their access ID and password, along with specific instructions when signing on for the first time.

Going forward, should you require any change to those you have designated, or have not yet initiated a request for access, please e-mail Stephen Raymond at <u>stephen.raymond@aig.com</u>.

If you have any additional questions, please contact your Program Manager.

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