



United States Naval Sea Cadet Corps

2300 WILSON BOULEVARD • ARLINGTON, VIRGINIA 22201 • TELEPHONE (703) 243-6910
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July 14, 1998

MEMORANDUM

From: Executive Director, U.S. Naval Sea Cadet Corps
To: Distribution

Subj: Dondero, Inc. FAX 1-800-334-6418

Please be advised Dondero, Inc. has been providing a 1-800 FAX number for credit card orders. Effective immediately, they will ONLY accept written orders which means via FAX or the U.S. mail. They will no longer provide telephone order service.

The loss of the telephone order service was brought about by misuse and abuse of this service by the members of our organization.

The normal processing time for an order is 5 BUSINESS DAYS from the date of receipt. An order placed for less than that time frame will have a rush charge and additional freight fees as required, i.e. FEDEX or UPS second day fees.

Please make a note of this change and place your orders accordingly.

A handwritten signature in cursive script, reading "Evelyn V. Tadler".

ENS. Evelyn V. Tadler
By direction

Distribution:

NSCC/NLCC Commanding Officers
Regional/Associate Regional Directors
Field Representatives