



Dear Ms. Salter:

We at Saratoga Rack Marketing LLC (Saratoga) are proud to introduce our newly rebranded company Tartan Oil LLC ("Tartan"). The re-brand is an effort to combine all Pilot Flying J LLC (Pilot) companies under one umbrella for easier invoicing and unity. In the past few years, we have acquired and incorporated multiple entities under the Pilot umbrella including Pro Petroleum, SC Fuels and Saratoga.

With this information in mind, we respectfully request your agency's agreement and permission to convert the existing Saratoga Rack Marketing LLC and Pro Petroleum LLC brands to Tartan Oil LLC. Please accept this communication as our formal request to make this change to our existing agreement with your organization. Tartan Oil LLC agrees to honor the pricing, terms and conditions for RFB F2023-070.

With your agreement, the Saratoga staff will begin the process of conversion which should occur shortly after all the necessary documents have been completed. Typically, those will include the following:

1. Registration of Tartan Oil, LLC in the agency's supplier portal
2. Purchase Order Modifications
3. Contract Amendments
4. W9, Articles of Incorporation exchange
5. Federal Tax Exemption Documents
6. EFT Agreements if applicable

The noticeable change will be the invoice paper and brand. All pricing, contracts, contacts, payment methods and personnel will remain the same. If there are additional changes specific to your agency, please advise us so that we may make this transition efficient and accurate.

Josh Epperson, Division Director, Government Sales, will continue to be your main point of contact for contract management through this transitional period and your current fueling agreement. If you have questions or concerns, please call or email me directly so that I may answer any questions you may have.

Thank you for your loyal partnership and we look forward to serving you as Tartan.

Josh Epperson
Division Director, Government Sales
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