



**Shell Lubricants**  
150 N. Dairy Ashford Rd.  
Houston, TX 77079

January 15<sup>th</sup>, 2018

Dear Valued Customer:

Effective February 19<sup>th</sup>, 2018, SOPUS Products will implement a price increase of up to 5% on finished lubricants. In certain instances, the effective date and/or the amount of the price change may fall outside of these parameters. This adjustment is due in part to increasing costs of raw materials used in the production and delivery of our products.

SOPUS Products maintains the right to limit or allocate customer purchase quantities to the SKU level at our discretion to ensure equal supply opportunity across our customer base. SOPUS Products also reserves the right to cancel any orders exceeding **100%** of the customer's monthly average over the last 12 months. This applies to orders placed from January 15, 2018, up to the date of the increase. To ensure timely delivery, large order quantities placed just prior to the price increase implementation date are strongly discouraged.

Please note:

- Orders received after the standard order cutoff time (4 p.m. local customer time) on February 18<sup>th</sup>, 2018, will receive the new pricing.
- Orders must be for immediate shipment and confirmed for shipment to be valid. The requested delivery date cannot exceed the normal lead-time for any item on the order.
- Further, please be advised that acceptance of a purchase order will be effective upon all of the following conditions being met: 1) assignment of a reference number by SOPUS Products; 2) availability and shipment of product; and 3) issuance of a bill of lading or shipping notification evidencing shipment of product. Invoicing price is the price in effect at the time of order.

Your SOPUS Products sales representative will be contacting you shortly to personally discuss details of this price increase with you. We thank you for your continued business and support.

Best regards,

A handwritten signature in black ink that reads "Patty Lanning".

Patty Lanning  
NA Brand Marketing GM