



October 30, 2018

Notice of New Policies from NTKJ and RHK Japan

As NTKJ enters its 40th year of business, we would like to thank our clients for their continued patronage.

RHK Japan has served as the sole international agent for NTKJ for more than 30 years, during which time Mr. Okuda has greatly contributed to success in international sales. In correspondence with Mr. Okuda's retirement at the end of this year, it has been decided to merge RHK Japan and NTKJ. NTKJ hopes to continue the strong precedent of success that Mr. Okuda has achieved.

Beginning in October 2018, duties that have previously been performed by RHK Japan will gradually be assumed by NTKJ as follows.

- **Custom product orders (creating new molds)**
 - Until **October 31st, 2018**, RHK will continue to be responsible for custom product orders that require new molds (including accepting purchase orders and generating invoices). From **November 1st, 2018**, NTKJ will be responsible for all custom product orders that require new molds (including accepting purchase orders and generating invoices).
- **Custom product orders (using pre-existing molds) and **off-the-shelf product orders****
 - Until **December 31st, 2018**, RHK will continue to be responsible for custom product orders that use pre-existing molds (including accepting purchase orders and generating invoices). From **January 1st, 2019**, NTKJ will be responsible for all custom product orders that use pre-existing molds (including accepting purchase orders and generating invoices).

From the dates listed above, please direct purchase orders to NTKJ to the following:

NTKJ Co., Ltd., 2-16-10 Hasune, Itabashi-ku, Tokyo, 174-0046, JAPAN
Tel.: +81-3-5916-0801
info@ntkj-japan.com

We do not anticipate any interruption of service due to the above changes. Thank you for your understanding during this time of transition. Please do not hesitate to contact RHK Japan or NTKJ with any concerns or questions about these changes.