



## MINISTRY HEALTH CARE

February 25, 2011

Dear Valued Supplier:

The purpose of my writing is to keep you informed, as you have a key role in achieving our mutual success. At Ministry Health Care, we believe in clear expectations and therefore I want to ensure that you have easy access to the following:

- Statement of Business Principles & Supplier Code of Conduct
- Gifts & Entertainment Guidelines

Please share this with those at your company that interact with Ministry Health Care.

The above documents are enclosed and may also be found on Ministry Health Care's website ([www.ministryhealth.org](http://www.ministryhealth.org), 'I want to...Access information for Suppliers').

I'm confident that by internalizing these Expectations, we will ensure 'no surprises' and successfully grow our business relationship.

Should you have comments or questions, please call us at 715.343.3405.

Sincerely,

Thomas Nash  
Corporate Vice President

**Enclosure:** Statement of Business Principles & Supplier Code of Conduct  
Gifts & Entertainment Guidelines