

TO : WAREHOUSE AND DISTRIBUTION  
FROM : KOLIN MARKETING, INC.  
SUBJECT : Request for Cancel order and Change unit  
DATE : January 13, 2026  
REF : **KMI-000-26-01-0001**  
CC : DCO/Sales

---

May we request your good office to process the cancel order of (1) unit KS-IW15-MCAI1201M32 Class A of **ALEX PANGANIBAN** at **8 RAHMANN EXT BRGY. KAMPUTHAW CEBU CITY (CEBU STOCK)**. The unit shall be for replaced along with the delivery of **(1) unit KS-IW25-MCAI1201M32 Class A**. The unit said was cancelled by customer because the hp of the unit doesn't fit of the area (other capacity). It is a change unit; kindly check the units and packaging if intact. Please refer to **KMI DR# 55268 (TDR#00533-CEBU)** dated 01/13/2026

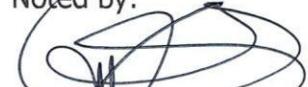
Thank you very much.

Prepared by:



**DONNABEL B. DELA ROSA**  
KMI-Clerk

Noted by:



**MART NATHANIEL R. FLORES**  
KMI-Supervisor

Approved by:



**EDITH M. FLORES**  
Assistant Vice-President