

TO : WAREHOUSE AND DISTRIBUTION
FROM : KOLIN MARKETING, INC.
SUBJECT : Reservation of unit
DATE : December 03, 2025
REF : **KMI-000-25-12-0059**
CC : DCO/Sales

This is to request for the reservation of the following units for **GERALD GARCIA**. The unit will be delivered upon customer advice.

QTY	MODEL
50	KAG-80HME4
10	KAG-80HRE4

Thank you very much.

Prepared by:


DONNABEL B. DELA ROSA
KMI-Clerk

Noted by:

 12/3/25
MART NATHANIEL R. FLORES
KMI-Supervisor

Approved by:


EDITH M. FLORES
Assistant Vice-President