



January 6, 2025

**Subject: Relocation of Company Headquarters**

Dear Valued Partners,

The VCC team and I are excited to share important news. As part of our ongoing efforts to enhance our operations and provide a better working environment, we are pleased to announce that our company headquarters will be relocating to a new address.

**Effective March 1, 2025, the physical and mailing address will be:**

Visual Communications Company LLC  
5355 Avenida Encinas, Suite 206  
Carlsbad, CA 92008

Please note that the address above IS NOT a shipping address, so any product shipments to this address will be rejected. All product shipments should be addressed to:

Visual Communications Company LLC  
c/o RL Jones Customhouse Brokers  
1610 Landmark Road  
San Diego, CA 92154

We are confident that this change will support our continued growth and success. We appreciate your continued partnership and support as we embark on this exciting new chapter.

Please do not hesitate to contact your primary company representative with any questions or concerns.

Best regards,

A handwritten signature in black ink, appearing to read "Andy Zanelli", is written over the typed name.

Andy Zanelli  
President & CEO  
azanelli@vcclite.com