



American Arbitration Association
Dispute Resolution Services Worldwide

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October 2, 2002

Theodore M. Lieverman, Esq.
Spector, Roseman & Kodroff
1618 Market Street, Suite 2500
Philadelphia, PA 19103

Dear Mr. Lieverman:

I acknowledge receipt of your letter dated September 30, 2002. The following is the projected election schedule:

October 2, 2002

Final ballot and envelope proof approval by AAA and BMW. DeLancey Printing Company, 444 Swann Avenue, Alexandria, VA, will begin the ballot production process at its facility in Alexandria.

October 8, 2002

DeLancey Printing Company will ship all Canadian ballot packets to the AAA's Southfield office, One Towne Square, Suite 1600, Southfield, MI for a 9:00 a.m. delivery on October 9, 2002. The US ballot packets will be delivered from DeLancey Printing Company to Accumail, 3881 F 75th Street, Maryland.

October 9, 2002

The AAA's Southfield office will receive the Canadian ballot packets and transfer to Arrow Mailing in Southfield at 9:00 a.m. Arrow Mailing will proceed to Ontario and issue the Canadian ballot packets from its facility at 1415 Janette Avenue, Windsor, Ontario, Canada. Accumail will mail the US ballot packets from its facility in Maryland. Postal receipts for both the US and Canadian mailings will be provided to the AAA.

October 10, 2002

DeLancey Printing Company will ship all duplicate ballot materials to the AAA's office in New York at 1633 Broadway, Floor 10, New York, NY.

October 17, 2002

The AAA's duplicate ballot line (800.529.5218) in New York will begin receiving duplicate ballot requests from 9:00 a.m. to 5:00 p.m. EDT. All duplicate ballot requests will be processed and mailed from New York on the same day that the request is made.

November 4, 2002

The AAA's Southfield office will begin sorting the ballot packets by the seven (7) different regions and begin the check-off process. The check-off process will involve comparing the member's name, address and control number with what appears in the master control list. No ballot packet envelopes will be opened until November 14th. From November 4th to November 12th, the AAA will periodically pick up Canadian ballot packets from Arrow and transfer the packets to its facility in Southfield. The AAA will document all ballot deposits and transfers.

November 8, 2002

The last day for members to call the AAA's duplicate ballot hotline and request a duplicate ballot packet.

November 14, 2002

The ballot packet deadline is 9:00 a.m. EDT for both the US and Canadian regions. The election count will proceed immediately thereafter at the Southfield office. The AAA will send an election worker to Arrow in Canada to pick up any remaining mail that was received before 9:00 a.m.

Please note that you are invited to observe any stage of the election process. Also, the AAA will promptly notify you of any schedule change or election dispute.

Enclosed you will find copies of the ballot and envelope proofs. Please contact me should you have any questions or need additional information.

Very truly yours,



Jeffrey T. Zaino
Vice President - Elections

cc: Bill Hildenbrand
Kenneth Egger
Robert Hamer