



3577 Commerce Drive, Middletown, OH 45005 Phone: (513) 423-4272 Fax: (513) 423-5750
www.hightowerspetroleum.com

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To our stakeholders:

We recognize that a key requirement for participation in the UN Global Compact is the annual preparation and posting of a Communication on Progress (COP) that comprises of a CEO statement of continued support for the UN Global Compact, a description of practical actions with regard to the principles of the UN Global Compact, and a measurement of outcomes or expected outcomes.

We are late in creating, sharing, and posting our COP report due to the resignation of our key person who heads up this project for our company.

We hereby ask for an extension period in order to be able to post a COP that describes our company's efforts and progress to implement the principles of the UN Global Compact. Our new COP report will be posted on the UN Global Compact website by January 15, 2017.

Please contact me if you have questions or if I can be of service

Sincerely,

Lisa Heck
Executive Assistant for Stephen Hightower, President & CEO