

EXHIBIT 1

Form S-9901

SOUTHWESTERN BELL TELEPHONE COMPANY
Authorization for Standard Form

Form No. _____
Date of origin _____
or revision _____

FLAT CARD ENVELOPE CHECK & VOUCHER (except continuous)
 CHANGE IN METHOD OF ORDERING CHANGE IN ANNUAL USAGE REVISION NEW FORM
IF SEASONAL — WHEN ORDERED: _____ ORIGINATED BY: _____

TITLE USAGE SERVICE TITLE OF FORM: _____

ORDERING CODE _____ AREA CHARGEABLE _____ ACCOUNT CHARGEABLE _____
APPROXIMATE ANNUAL USAGE _____ INITIAL SUPPLY _____ WILL LAST _____
REVISIONS: Frequent Infrequent. NO. OF ORDERING LOCATIONS _____ NO. OF ORDERS PER YEAR _____
ORDERING QUANTITY: Maximum _____ Minimum _____
SUPERSEDES FORM _____ STOP PRINT: Continue Cancel, after _____
SERVICE: Regular Special _____ days Overtime. OLD STOCK: Use up Junk: after _____

SIZE and PAPER	Part No.	FINISHED SIZE		PAPER		WT	COLOR
		WIDTH	LENGTH	GRADE			
	1						
	2						
	3						
	4						
	5						
	6						
	7						
	8						
	9						
	10						

PRINT-ING	Part No.	Sides	COLOR OF INK		Two Sides		TURN		<input type="checkbox"/> Registration Required	REMARKS
			FRONT	BACK	A	D	B	T		
	1								<input type="checkbox"/> Letterpress	
	2								<input type="checkbox"/> Offset	
	3								<input type="checkbox"/> Photograph	
	4								<input type="checkbox"/> Lithograph	
	5								<input type="checkbox"/> Flex Printed	
	6								<input type="checkbox"/> From Form	
	7								<input type="checkbox"/> Hand Manned	
	8								<input type="checkbox"/> No. in Row	
	9								<input type="checkbox"/> No. in Block	
	10									

PUNCHING Right Bottom Left Top

BINDERY Print Horizontal Round Corners
 From Vertical Curved
 Machine Per Sample Die Cut

Collate Loose Top From or Both Round Corners
 Pad Bottom per Unit _____
To Get Head Left Units to _____
 Books Stitch Right Postage _____

ENVELOPES Envelope Size, A _____ in. B _____ in.
Flap Side A. B. C. D.
Length of Flap _____ inches
Flap Fastening None Gum Buttons and String Laces Clips
Window Open Two Flaps. Size _____ X _____
Window Position. From A _____ in. From B _____ in.
Window Parallel to Side A B. Max. per Box _____
Postage Cover Loose Flap on Side A. C. Return FLAP

F.C.C. ITEM NO. _____
RETENTION PERIOD _____

FOR USE OF WESTERN ELECTRIC CO.
SUPPLIER: _____
Selling Price Street Ship. Per M _____
Selling Price Stock Ship. Per M _____

Authorization No. _____ Approved _____ 19 _____
AUTHORIZED BY: _____

Title _____
Authorization Checked and Forwarded: _____
Date _____
Stationery Requirements Supervisor _____

HOLD DESTROY
Printing media: _____

KIND	FRONT			BACK		
	P	N	C	P	N	C
H-Furnished						
H-Make new						
G-Change or patch						

Master Plate: _____
Master Copy: _____
Type Setup: _____

Recommended Initial: _____
W.E. Co. Stock: Regular — _____

SUPPLIERS AUTHORIZED STOCK

Auth. Stock	Lab. Auth. Stock	Job Lot	Std. Job Lot

EXHIBIT 2

Form SW-9902

FORM SW-9902 (REV. 7-61)

SOUTHWESTERN BELL TELEPHONE COMPANY
Authorization for Standard Form

Form No. _____
Date of origin or revision _____

TAB CARD CONTINUOUS TABULATING SNAPOUT
 CHANGE IN METHOD OF ORDERING CHANGE IN ANNUAL USAGE REVISION NEW FORM

IF SEASONAL—WHEN ORDERED: _____ ORIGINATED BY: _____

TITLE USAGE SERVICE **TITLE OF FORM:** _____

ORDERING CODE _____ AREA CHARGEABLE _____ ACCOUNT CHARGEABLE _____
APPROXIMATE ANNUAL USAGE _____ INITIAL SUPPLY _____ WILL LAST _____
REVISIONS: Frequent Infrequent NO. OF ORDERING LOCATIONS _____ NO. OF ORDERS PER YEAR _____
ORDERING QUANTITY: Maximum _____ Minimum _____
SUPERSEDES FORM _____ STOP PRINT: Continue Cancel after _____
SERVICE: Regular Special _____ days (Invertims. OLD STOCK): Use up Junk: after _____

Part No.	FINISHED SIZE *				PAPER			CARBON		
	WIDTH	DEPTH	GRADE	WT	COLOR	WIDTH	COLOR	KIND OR NUMBER		
1										
2										
3										
4										
5										
6										
7										
8										
9										

* Size does not include Holes on knockout forms.

Part No.	Sides	COLOR OF INK		TURN		PRINTING	MARGINALLY PUNCHED		USED ON:	
		FRONT	BACK	A	D		T	S	Right	Left side of Form
1										
2										
3										
4										
5										
6										
7										
8										
9										

PRINTING: A = All the B = Different C = Tumble D = Blank E = Stamp

PRINTING: Pictorial Optical Direct (Rubber) Dry Offset Offset Letterpress Number Blank Red

MARGINALLY PUNCHED: Right Left side of Form L.E.M. Type
 Right Left side of Carbon Cont. Typewriter
VERTICAL PERF. Right side of Form Duplityper
 Right Left side of Carbon

HORIZ. PERF. every _____ in. Form Carbon
FASTENING: Staple Right Left Corner
 Crimp Glue Right Left Loose

DELEAVING: Manual Serrated Machine
BURSTING: Manual Serrated

PUNCHING other than Pinfeed: Right Bottom Left Top

NO. OF HOLES: _____ SIZE: _____ STYLE: _____ CENTERS: _____
Fold & Flat Pack: _____ Days or every _____ Inches
SNAPOUT STUB: Right Left Top Bottom
DELEAVING MARGIN: _____ Inches

PACKING FORMS, SETS PER UNIT _____ WRAP BAND
UNITS PER PACKAGE _____ CARTON
 PACK FOR HISPEED PRINTER. CARTON OF _____

REMARKS:

F.C.C. ITEM NO. _____
RETENTION PERIOD _____

FOR USE OF WESTERN ELECTRIC CO.
SUPPLIER: _____
Selling Price Direct Ship. Per M _____
Selling Price Stock Ship. Per M _____

Authorization No. _____ Approved _____ 19____	<input type="checkbox"/> HOLD <input type="checkbox"/> DESTROY	PRINTING MEDIA					
		FRONT			BACK		
AUTHORIZED BY: _____	Existing media:	F	N	C	F	N	C
		F as Furnished	Master Piece				
Title _____	N as Made new	Master Copy					
		C as Change or patch	Type Name				
Authorization Checked and Forwarded: _____	Recommended Initials: _____	W.E. Co. Stock: Regular—					
Date _____		SUPPLIERS AUTHORIZED STOCK					
Stationery Requirements Supervisor _____		Auth. Stock	Ltd. Auth. Stock	Job Lot	Stk. Job Lot		

EXHIBIT 3

Form SW-9903

SOUTHWESTERN BELL TELEPHONE COMPANY
Special Authorization for Standard Form Number
 for Printing and Catalog Listing Only

Form No. _____
 Date of origin or revision _____

TAB CARD CONTINUOUS TABULATING SNAPOUT
 CHANGE IN METHOD OF ORDERING CHANGE IN ANNUAL USAGE REVISION NEW FORM
 IF SEASONAL — WHEN ORDERED: _____ ORIGINATED BY: _____

TITLE USAGE AND ACCOUNT CHARGEABLE **TITLE OF FORM:** _____

SPECIAL ORDERING CODE _____ **AREA CHARGEABLE** _____ **ACCOUNT CHARGEABLE** _____

APPROXIMATE ANNUAL USAGE _____

ORDERING QUANTITY: Maximum _____ Minimum _____

SUPERSEDES FORM _____

SERVICE: Regular Special _____ days Overtime.

SIZE, PAPER & No.	Part No.	FINISHED SIZE*				PAPER				CARBON		
		WIDTH	DEPTH	GRADE	WT	COLOR	WIDTH	COLOR	KIND OR NUMBER			
CARBON 1												
2												
3												
4												
5												
6												
7												
8												
9												

*Size does not include Stub on Snapout forms.

PRINTING	Part No.	Sides	COLOR OF INK		Two Sides		TURN		PRINTING
			FRONT	BACK	A	D	B	T	
1									<input type="checkbox"/> Printer
2									<input type="checkbox"/> Offset
3									<input type="checkbox"/> Direct (Rubber)
4									<input type="checkbox"/> Dry Offset
5									<input type="checkbox"/> Other
6									<input type="checkbox"/> Letterpress
7									<input type="checkbox"/> Number
8									<input type="checkbox"/> Blank
9									<input type="checkbox"/> Red

PUNCHING other than Pinfeed	Part No.	Sides	NO. OF HOLES		SIZE	STYLE	CUTTERS
			Right	Bottom			
1							
2							
3							
4							
5							
6							
7							
8							
9							

PACKING	Part No.	Sides	FORMS, SETS PER UNIT		WRAP	BAND
			Left	Top		
1						
2						
3						
4						
5						
6						
7						
8						
9						

UNITS PER PACKAGE _____ **CARTON** _____

PACK FOR HISPEED PRINTER. **CARTON OF** _____

REMARKS:

SUPPLIER _____

MARGINALLY PUNCHED
 Right Left side of Form I.E.M. Type _____
 Right Left side of Carbon Cont. Typewriter _____

VERTICAL PERF. Right of Form Teletype _____
 Right Left side of Form Duplityper _____
 Right Left side of Carbon _____

HORIZ. PERF. every _____ in. Forms Carbon

FASTENING: Staple Right Left Corner
 Crimp Glue Right Left Loose

DELEAVING: Manual Snapout Machine

BURSTING: Manual Burster

Fold & Flat Pack: _____ Deep or every _____ inches

SNAPOUT STUB: Right Left Top Bottom

DELEAVING MARGIN: _____ inches

TAB CARDS

Plate No: Form _____ Reverse _____

Edge coated Yes No Slant Street

Corner cut — (Position) _____

Stripe Color — _____

Stripe Position — _____

Pre Punch Pre Number Score

Indicate each 100 in box

See remarks for detailed instructions.

F.C.C. ITEM NO. _____

RETENTION PERIOD _____

Authorization No. _____ Approved _____ 19____

AUTHORIZED BY: _____

Title _____

EXHIBIT 4

Form SW-9936

FORM SW-9936
(4-62)

ORDER TO STOP PRINTING _____ FORM NO. _____
 CANCELLATION OF STOP PRINT ORDER _____
 TITLE OF FORM: _____

AUTHORIZATION NO. _____ Date of Origin or Revision _____

<p align="center">CANCELLATION OF STOP PRINT ORDER</p> <p align="center">TO PRINTING AND STATIONERY SUPERVISOR Cancel Order To Stop Printing, dated _____</p> <p>Signed _____ Title _____ Date _____</p> <p align="center">TO WESTERN ELECTRIC COMPANY Please cancel order to stop printing. Dated _____ 19____ Date _____</p> <p>Signed _____ Stationery Requirements Supervisor _____ Date _____</p> <p align="center">TO PRINTER Please cancel order to stop printing. Dated _____ 19____ Date _____</p> <p>Signed _____ Western Electric Co. _____</p> <p>TO _____ Action requested above has been taken. Signed _____ For W. E. Co. Signed _____ For Printer</p> <p>REMARKS:</p>	<p align="center">ORDER TO STOP PRINTING</p> <p align="center">TO PRINTING AND STATIONERY SUPERVISOR <input type="checkbox"/> Please stop printing until further notice. <input type="checkbox"/> Report the quantity of this form on hand.</p> <p>Signed _____ Title _____ Date _____</p> <p align="center">TO WESTERN ELECTRIC COMPANY <input type="checkbox"/> Please stop printing until further notice. <input type="checkbox"/> Show below quantity of this form on hand.</p> <p>Signed _____ Stationery Requirements Supervisor _____ Date _____</p> <p align="center">TO PRINTER <input type="checkbox"/> Please stop printing until further notice. <input type="checkbox"/> Show below the quantity of this form on hand including any special size paper being carried <u>for this form only</u>.</p> <p>Signed _____ Western Electric Company _____ Date _____</p> <p align="center">TO STATIONERY SUPERVISOR</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>FORMS ON HAND AT</th> <th>QUANTITY</th> <th>PRICE</th> <th>VALUE</th> </tr> </thead> <tbody> <tr> <td>W. E. Co:</td> <td></td> <td></td> <td></td> </tr> <tr> <td>On Hand</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Supplier in Progress</td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p align="center">ACTUAL USAGE OF FORM</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>19</th> <th>19</th> <th>19</th> <th>19</th> </tr> <tr> <th>months</th> <th>months</th> <th>months</th> <th>months</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p align="center">SPECIAL GRADE OR SIZE PAPER ON HAND</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>SUB.</th> <th>SIZE</th> <th>WGT.</th> <th>NAME & COLOR</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p> <input type="checkbox"/> Standard Size Paper <input type="checkbox"/> Can be used. <input type="checkbox"/> Special Size Paper <input type="checkbox"/> Exclusive for this form. </p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>QUANTITY ON HAND</th> <th>PRICE</th> <th>LB.</th> <th>TOTAL VALUE</th> </tr> <tr> <td></td> <td></td> <td>Rm.</td> <td></td> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Approx. annual usage of special paper for this form _____ LBS. RMS.</p> <p>Signed _____ Date _____ For Printer</p> <p>Signed _____ Date _____ For Western Electric Co.</p> <p align="center">TO _____</p> <p>If form is to be discontinued issue Form SW-9938. In case of a revision issue authorization on Form S-9901 or SW-9902.</p> <p>Signed _____ Date _____ Stationery Requirements Supervisor</p>	FORMS ON HAND AT	QUANTITY	PRICE	VALUE	W. E. Co:				On Hand				Supplier in Progress				TOTAL				19	19	19	19	months	months	months	months					SUB.	SIZE	WGT.	NAME & COLOR					QUANTITY ON HAND	PRICE	LB.	TOTAL VALUE			Rm.					
FORMS ON HAND AT	QUANTITY	PRICE	VALUE																																																		
W. E. Co:																																																					
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Supplier in Progress																																																					
TOTAL																																																					
19	19	19	19																																																		
months	months	months	months																																																		
SUB.	SIZE	WGT.	NAME & COLOR																																																		
QUANTITY ON HAND	PRICE	LB.	TOTAL VALUE																																																		
		Rm.																																																			

EXHIBIT 5

Form SW-9938

<p>FORM SW-9938 (4-42)</p>	<p>ORDER TO CANCEL FORM NO. _____</p>
<p>Title of Form: _____</p>	
<p>Authorization No. _____ Date of Origin or Revision _____</p>	
<p>REMARKS</p>	<p style="text-align: center;">ORDER TO CANCEL FORM</p> <p style="text-align: center;">TO PRINTING AND STATIONERY SUPERVISOR</p> <p><input type="checkbox"/> Disburse stock on hand until exhausted.</p> <p><input type="checkbox"/> Destroy stock on hand. Charge acct. _____</p> <p><input type="checkbox"/> Dispose of stock as indicated under remarks.</p> <p><input type="checkbox"/> Destroy master plate, composition, or master copy.</p> <p><input type="checkbox"/> Hold master plate, composition, or master copy.</p> <p><input type="checkbox"/> To be replaced by Form No. _____</p> <p>Signed _____</p> <p>Title _____ Date _____</p> <hr/> <p style="text-align: center;">TO WESTERN ELECTRIC COMPANY</p> <p>Please take action indicated above.</p> <p>Signed _____ Date _____</p> <p style="text-align: center;"><small>Stationery Requirements Supervisor</small></p> <hr/> <p style="text-align: center;">TO PRINTER</p> <p>Please take action indicated above.</p> <p>Signed _____ Date _____</p> <p style="text-align: center;"><small>Western Electric Co.</small></p> <hr/> <p style="text-align: center;">TO WESTERN ELECTRIC COMPANY</p> <p>Action indicated above has been taken.</p> <p>Signed _____ Date _____</p> <p style="text-align: center;"><small>Printer</small></p> <hr/> <p style="text-align: center;">TO STATIONERY SUPERVISOR</p> <p>Action indicated above has been taken.</p> <p>Signed _____ Date _____</p> <p style="text-align: center;"><small>Western Electric Co.</small></p> <hr/> <p style="text-align: center;">TO _____</p> <p><input type="checkbox"/> Form has been cancelled.</p> <p><input type="checkbox"/> Authorization for replacing form has not been received.</p> <p>Signed _____ Date _____</p> <p style="text-align: center;"><small>Stationery Requirements Supervisor</small></p>