

May 23, 2006

Dear Vendor,

The former May Company Voice Response Unit (VRU) will be disabled Thursday June 1, 2006. To replace the VRU, Federated is introducing an internet link, called **Vendor AP**, that will enable vendors to access the same information on former May divisions until those divisions are converted to the FDS systems. Vendors will be able to view account balances, payment history, invoice details and claim details.

Every May VRU user must have a password to access the Vendor AP link found on [www.FDSNet.com](http://www.FDSNet.com). To request a password complete the following steps:

**To Request A Password:**

1. Open a session of Internet Explorer.
2. Type <http://www.fdsnet.com/MAY/vendor> on the address line and press the enter key.
3. Scroll to the bottom of the Vendor Information screen
4. Locate and click the Vendor AP link.
5. Select your May Company division and click submit.
6. Click on "Click Here to Request a Password".

The system will prompt you for the necessary information to complete your request. Once completed your password will be processed and forwarded to you along with login instructions within 48 hours of submission (2 business days).

Any questions contact Vendor Services at 513-782-1412.