

Dear David, Daniel, Ignacio and Cristina,

It is a pleasure to greet you. I ask for your support in managing a number of matters relating to the insurance policies under our responsibility.

On the one hand, David, I ask you to issue an endorsement that reflects the movements recorded on January 12, 2023 in Catweb's files of registrations and cancellations, according to the detail included in Alsea ABA Derivation n 5023. I attach the details in the Excel file.

As for Daniel and David, I ask you to review the invoice issued with reference to the payment of the fee, as Howden Mexico has detected an error in the tax regime that needs to be corrected. Ensure that all tax information is present and correct.

Finally, Ignacio, after receiving your application, we need to correct the description of your vehicle on the renewal policy. I ask that you submit the correct data for your 2011 Jetta as it is currently listed in our information as a Classic Jetta and we understand that it really is an Automatic Jetta MKVI. Cristina, I ask you, please, that once this has been corrected in the database, send the updated renewal policy to Ignacio.

I thank you in advance for your cooperation and hope that we will be able to resolve these matters as efficiently as possible. If you need more information, don't hesitate to ask me.

Thank you and best regards,

Magdalena Ju rez

Executive Sr Energy, Infrastructure & Construction

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