December 21, 2022

TO: Monogram/APIQR Program Participants

FROM: Monogram/APIQR Program

Monogram/APIQR distributed the 2023 Annual Fee invoices on December 8. We have now learned that individuals have contacted program participants either claiming to be API or acting on behalf of API and requesting payment for auditing expenses and/or licensing fees. Note that API does not use any collection agencies or firms and all communications regarding fees for the Monogram/APIQR Program are handled through API Quality Finance. As you take the steps necessary to pay your invoices, please keep in mind the following:

1. API employees will never contact you using an email that does not end in "@api.org,"

2. API employees will never ask you to make a payment directly to a third party,

3. All official Monogram/APIQR information is found on our website at **https://www.api.org/products-and-services/api-monogram-and-apiqr**, and

4. API does not issue commercial/trade licenses.

API takes misuse of its name extremely seriously and we will take steps to address any fraudulent schemes. By making you aware of this, we hope to avoid and ultimately stop victims falling for scams using API's name. If you are contacted by someone who you suspect may not be appropriately representing API, please review the additional information at https://www.api.org/products-and-services/api-monogram-and-apiqr/important-fraud-alert and notify us immediately as directed in the alert.

Sincerely,

Kevin Ferrick
Senior Director, API Monogram Program /APIQR
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