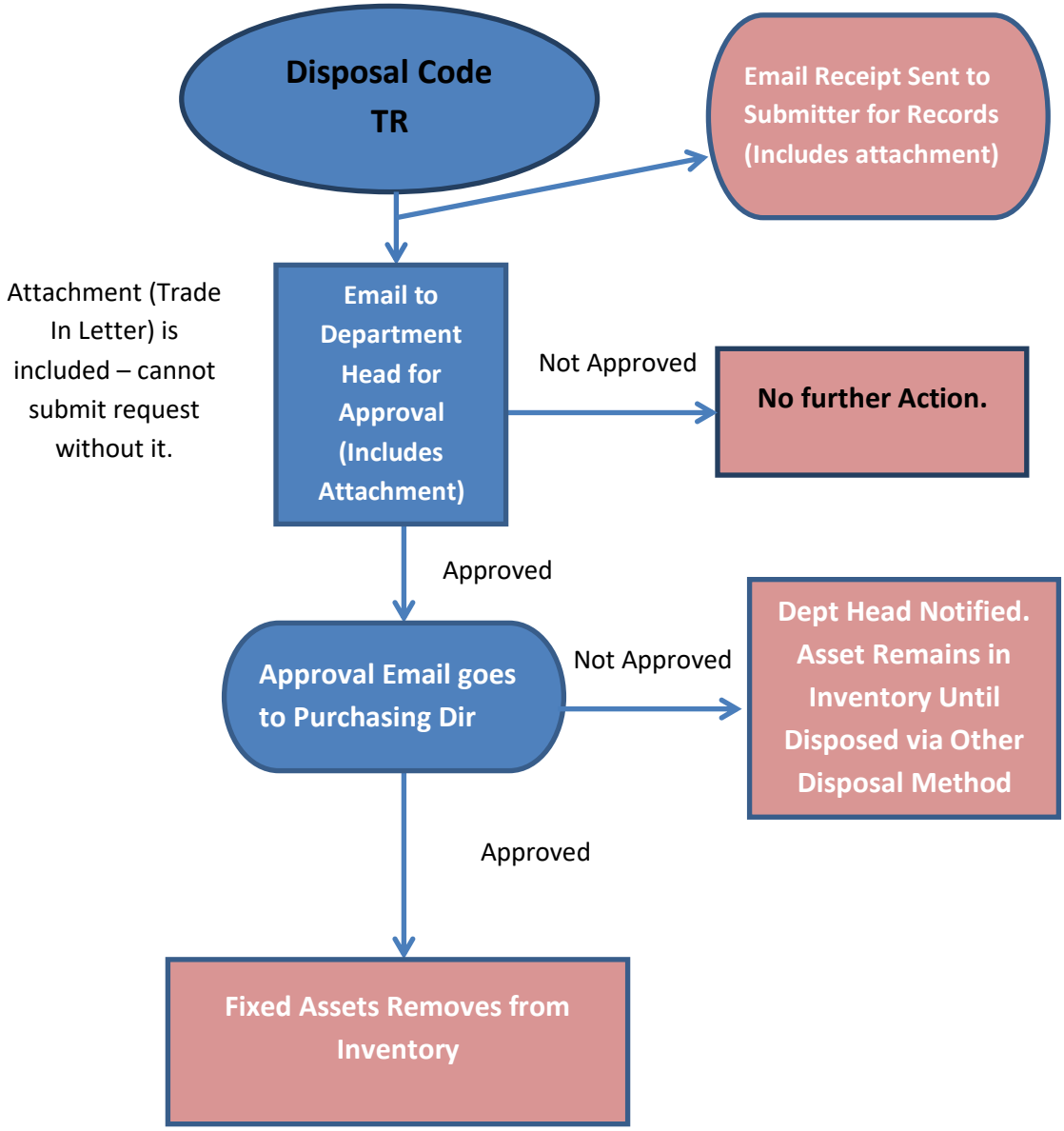Flowchart of Email/Correspondence for Trade In Fixed Asset Items