

Facilities Dedication
May 19, 1971

WILMINGTON

To our Employees, Shareholders, and Friends:

"A man's reach should exceed his grasp."

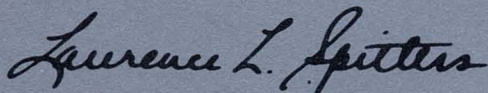
This maxim expresses the determination which has characterized Memorex people throughout the first decade of our corporate history. It is their extraordinary efforts which have accomplished the company's progress.

Ten years ago, eight Memorex employees began work in circumstances which were extremely modest. However inauspicious that beginning, their commitment was that Memorex should become as well known for the quality of its organization and operations as for its products, and that it would regard the responsibilities of the company to employees, shareholders, and community as mutually dependent.

Today that commitment takes substance in Memorex's new San Tomas facility. Its impressive size is evidence that Memorex people have surpassed their sales and production goals and have built an important entity in the data processing industry. Its site and architecture demonstrate a desire for pleasant environment for work and an enhanced beauty for our city no less than efficient operations.

From 1961 to 1971, Memorex's employment has risen to more than 6,000 people in worldwide operations. Our people and resources now enable us to pursue expanding opportunities in the most dynamic industry of our time. In undertaking the second decade of our business, I invite you to join with us to meet the challenges of these opportunities. Our determination to reach beyond our grasp continues, as does our commitment to employees, shareowners and community.

Sincerely,

A handwritten signature in black ink, reading "Laurence L. Spitters". The signature is written in a cursive, flowing style with a large initial 'L'.

Laurence L. Spitters
President
May 19, 1971

Officers

Laurence L. Spitters
President and Chairman of the Board

John P. Del Favero
Executive Vice President and General
Manager of Information Media Group

D. James Guzy
Executive Vice President and General
Manager of Equipment Group

John J. Kramer
Vice President and General Manager of
International Group

David H. Elliott
Vice President, Corporate Administration

Gordon E. Pilcher
Vice President, Corporate Finance

Richard D. Boucher
Vice President

John R. Eastling
Vice President

William F. Emmons, Jr.
Vice President

J. Garrett Fitzgibbons
Vice President

Roland Jang
Vice President

Robert Jaunich II
Vice President

William S. McCalmont
Vice President

James J. McNabb
Vice President

John A. Perri
Vice President

Edward J. Phillippe
Vice President

Alan F. Shugart
Vice President

Hillard P. Tavrow
Vice President

Laurence M. Wilson
Vice President

Carl A. Anderson
Secretary

Gordon O. Sheppard

Board of Directors

Laurence L. Spitters
President and Chairman of the
Board of Directors

Alger Chaney
Chairman of the Board,
Medford Corporation

Prentis C. Hale
Chairman of the Board,
Broadway-Hale Stores Inc.

T. Robert Sandberg
Vice President (Retired)
Cutter Laboratories, Inc.

Benno C. Schmidt
Managing Partner,
J. H. Whitney & Company

Fred M. van Eck
Partner, J. H. Whitney & Company

Dr. Theodore Vermeulen
Professor of Chemical Engineering
University of California

Dr. Alejandro Zaffaroni
President
ALZA Corporation

Guests of Honor

Mr. A. W. Clausen
President, Bank of America

Hon. Gary G. Gillmor
Mayor, City of Santa Clara

Mr. D. R. Von Raesfeld
Santa Clara City Manager

Mr. Fred Mortensen
Assistant City Manager

Mr. James T. Pott
Director of Public Works,
County of Santa Clara

Santa Clara City Councilmen:

Hon. Frank J. Barcells
Hon. Gary E. Hansen
Hon. Charles R. Kinney, Jr.
Hon. Larry Marsalli
Hon. William E. Simmons
Hon. James J. Viso

Architects for San Tomas Facilities

Leland King and Associates,
Mr. Leland W. King, A.I.A.

Consulting Engineers:

Simpson, Stratta and Associates,
Mr. James L. Stratta, President

General Contractors:

Rudolph and Sletten, Inc.,
Mr. Onslow H. Rudolph, President
Mr. Kenneth G. Sletten, Vice President

Landscape Architects:

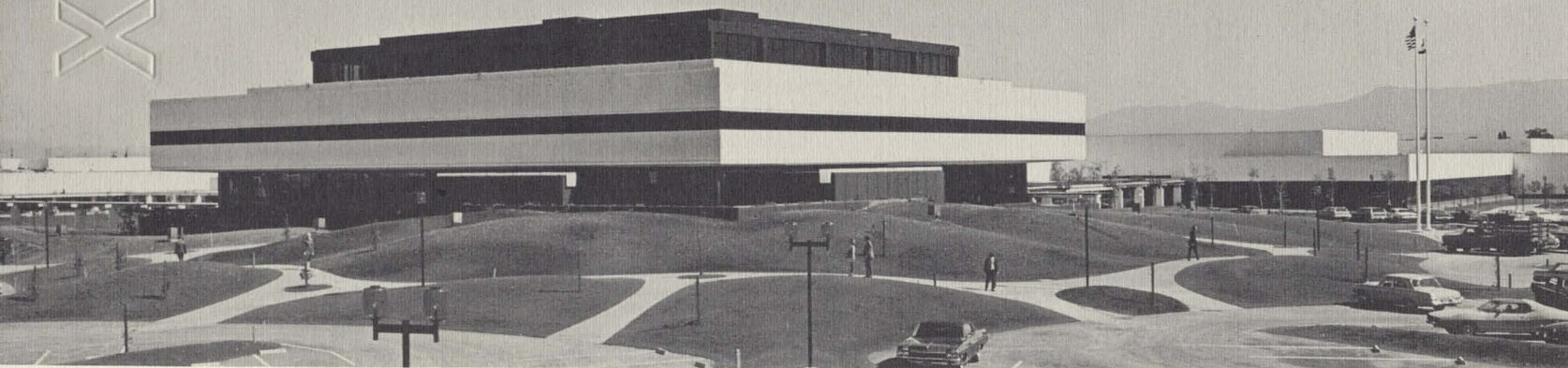
Royston, Hanamoto, Beck and Abey,
Mr. Eldon Beck

Program of Events

Employee Center —
May 19, 1971

1:30 PM	Welcome and Introduction Mr. Laurence L. Spitters, President
1:40 PM	Dedication Ceremony
1:45 PM	Community Perspective The Honorable G. G. Gillmor, Mayor of the City of Santa Clara
1:50 PM	Principal Speaker Mr. A. W. Clausen, President, Bank of America
2:00 PM	Closing Mr. Spitters
2:00-2:30 PM	Review of Product Display Facilities Tour for Guests of Honor
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2:30-3:45 PM	1971 Memorex Stockholders' Meeting Employee Center
3:45-4:00 PM	Refreshments
4:00-4:30 PM	Shareholders' Tour of Facilities, of Equipment Group Operations and Corporate Headquarters Building
4:30-5:15 PM	Shareholders' Tour of Facilities of Media Group Operations located on Memorex Drive, Santa Clara

MEMOREX



The San Tomas Complex

Memorex Corporation in 1971 is completing the largest building construction program in its corporate history. Prominent in this expansion program is the San Tomas facilities complex, whose design has received the 1971 McGraw-Hill award as one of the ten most outstanding new manufacturing facilities in the United States.

Situated on a 54-acre site, the San Tomas complex includes development laboratories, manufacturing plant, and the Company's new administrative headquarters. The buildings encompass approximately 750,000 square feet (34% of the total site) and surround a large central courtyard and plaza whose focus is the employee center. The architecture of the buildings emphasizes simplicity and function. Covered walkways joining all buildings facilitate contact between employees working in different areas.

The principal criterion in planning the San Tomas complex was flexibility of design and construction to accommodate changes and expansion of Memorex's product lines. The buildings can simply and economically be altered or enlarged, because exterior steel wall panels are easily dismantled and relocated. In addition, interiors are modularly designed with movable partitions to facilitate rearrangements.

Two of the buildings, covering 640,000 square feet of the San Tomas complex, house the Equipment Group's manufacturing and engineering staffs. Here disc drives, terminals, and computer output microfilm systems are designed and produced.

The 11,000 square foot employee center is located in the central plaza of the complex. The center houses a cafeteria which seats 500 people and which can also be partitioned for special meetings and banquets. An outdoor patio area is designed for recreation activities and provides an ideal place for employees to enjoy the sunshine while eating and relaxing during the lunch hours.

The four-story administration building encompasses 58,000 square feet of offices for the officers and administrative staff of the Company. Its exterior is lined with spacious glass walls and white porcelain panels. In the building's interior, accented colors harmonize with neutral backgrounds to create an interesting, restful, and cheerful environment.

Approximately 3,000 employees will be employed at the San Tomas complex which is the principal location of the growing worldwide operations of Memorex Corporation.