



VSE Aviation Services, Co.  
Formerly Global Parts Aero Services  
FAA Repair Station # 7GER014N  
914 Industrial Road • Augusta, KS 67010 • USA

December 5, 2022

**OFFICIAL NAME CHANGE NOTICE. PLEASE DISTRIBUTE AS NECESSARY.**

Dear Valued Customers & Suppliers:

Effective **December 5, 2022**, Global Parts Aero Services, Inc. (“Global Parts”) has changed its name to **VSE Aviation Services, Co.** We will continue to operate our business with the same legal structure, officers, personnel, account information, and policies and procedures.

**IMPORTANT:**

**Please update your systems accordingly. We are VSE Aviation Services, Co.**

**Effective December 5th, Changes Apply to:**

- |  |  |
|--|--|
| ▪ Name of Global Parts Aero Services   | VSE Aviation Services, Co.   |
| ▪ Name/logo on all documents and forms | VSE Aviation Services, Co.   |
| ▪ Orders submitted after December 5th  | VSE Aviation Services, Co.   |
| ▪ Global Parts email addresses         | <a href="mailto:firstname.lastname@vseaviation.com">firstname.lastname@vseaviation.com</a> |
| ▪ Sales email addresses                | <a href="mailto:repairs-augusta@vseaviation.com">repairs-augusta@vseaviation.com</a>       |
| ▪ Accounting email address             | <a href="mailto:accounting-ks@vseaviation.com">accounting-ks@vseaviation.com</a>           |

**There are NO CHANGES to:**

- |   |  |
|---|--|
| ▪ CAGE Code                             | ▪ DUNS Number                                |
| ▪ Billing address, “Remit To” locations | ▪ QMS and ERP System                         |
| ▪ Your Global Parts contact(s)          | ▪ Pre-existing Purchase Orders in our system |
| ▪ Phone numbers, address                |  |
| ▪ Tax ID Number                         |  |

Learn more about VSE Aviation Services, Co. and the related name change activities at [www.vseaviation.com](http://www.vseaviation.com). Please update your systems (including email and website addresses).

We request that you distribute this message within your organization to ensure the necessary awareness. Thank you for your continued partnership. We look forward to working with you as **VSE Aviation Services, Co.** in the years to come.

Regards,

Chris Zalusky  
Director of Quality / Chief Inspector, VSE Aviation Services, Co.



RAISE THE BAR

Ph: +1.316.733.9240 • [vseaviation.com](http://vseaviation.com)

## QUESTIONS AND ANSWERS

### Existing & New Orders

1. ***What about my pre-existing purchase orders issued to Global Parts?***

Any PO issued to Global Parts before the name change will be honored. Orders shipping on or after December 5, 2022 will reflect the new name, VSE Aviation Services, Co. Further, any payments made after the name change should be made only to **VSE Aviation Services, Co.**

2. ***Do I send my orders using the name VSE Aviation Services, Co.?***

Yes, please place orders with your legacy Global Parts contact using the new name **VSE Aviation Services, Co.** POs may also be sent via email to [repairs-augusta@vseaviation.com](mailto:repairs-augusta@vseaviation.com).

### Quality Assurance

3. ***Has the Quality Manual changed?***

No, our QMS and QA Manual content remains the same. Only the name and logo for Global Parts have changed. The updated Quality Manual is available upon request.

4. ***Are all quality accreditations flowing to the new name? YES***                      ***Is re-certification necessary? NO***

5. ***Do manufacturer and supplier certifications show traceability to Global Parts after December 5<sup>th</sup>?***

Yes, all certifications received prior to the name change will remain as Global Parts. You may continue to rely on manufacturer and supplier certifications that reference the Global Parts name after the name change. Going forward, certifications will show traceability to VSE Aviation Services, Co.

6. ***How should I process RMAs?***

RMAs should be processed with your legacy Global Parts Quality Manager. Products should be returned to the [address listed on the RMA confirmation form](#) and a credit will be available on your existing account.

### Communications & Points of Contact

7. ***Will emails and websites change?***

Yes, the new email format will be *firstname.lastname@vseaviation.com*. However, emails sent to existing Global Parts addresses after the name change will not be lost; they will be automatically forwarded to the recipient for an intermediary period to allow time to update your contact records.

As of December 5, our website is [www.vseaviation.com](http://www.vseaviation.com).

8. ***Where should I send payments?***

Payment via check should be issued only to **VSE Aviation Services, Co.** to the address listed on your invoice. Electronic payments should go to **VSE Aviation Services, Co.** at the same bank account number you are currently sending to. You may also contact [accounting-ks@vseaviation.com](mailto:accounting-ks@vseaviation.com) for assistance.