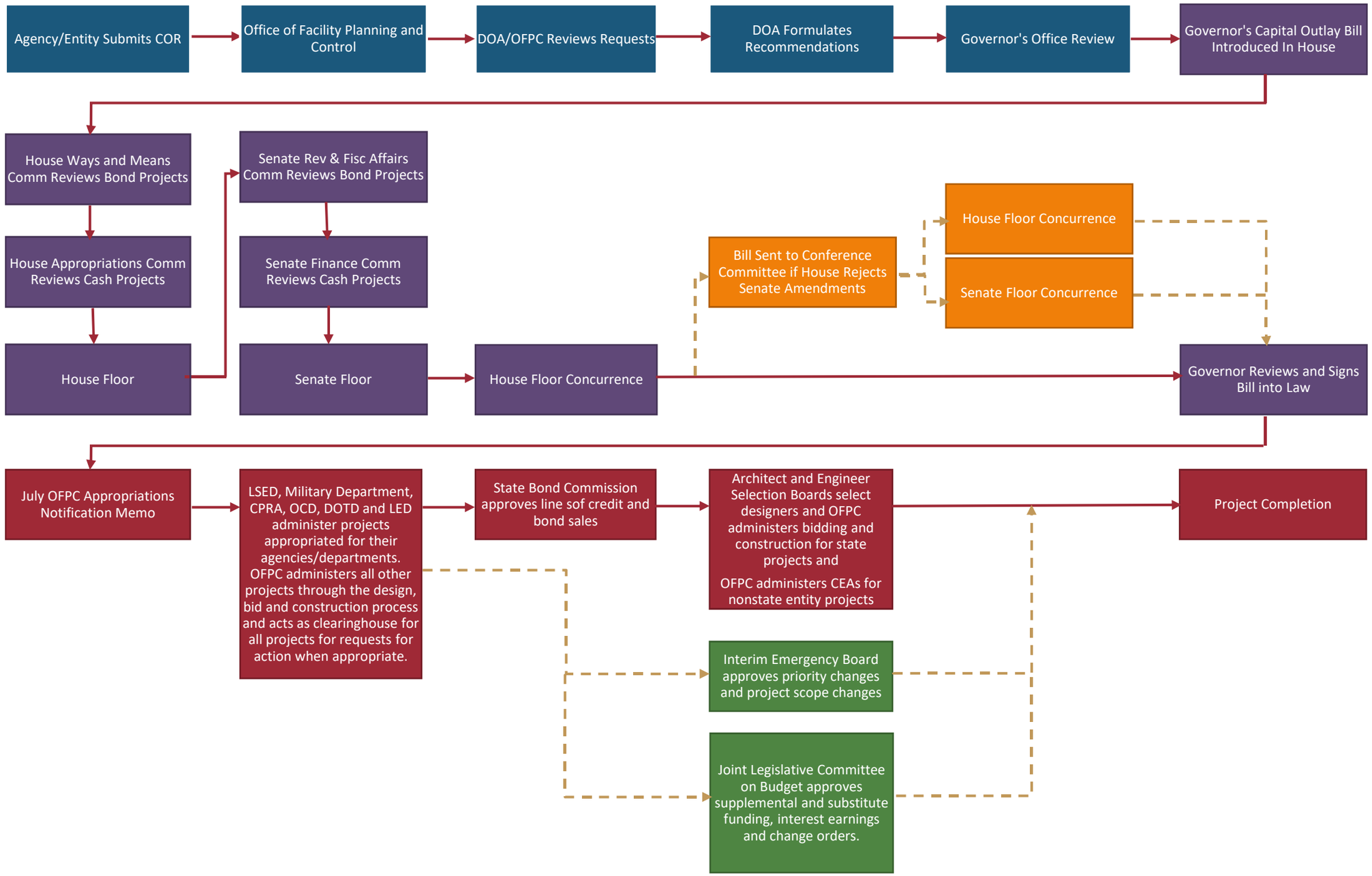CAPITAL OUTLAY PROCESS