



March 17, 2020

Dear Valued Customer,

While I'm certain you have been receiving updates from your key supply chain partners regarding the impact of COVID-19, we thought it prudent to reassure you that **Contact Industries, Inc.** has, thus far, avoided disruption in our normal business operations. While the safety and wellbeing of our employees remains the utmost priority in our day-to-day workflow, our facility remains fully operational, our supply chain is uncompromised, and our workforce is healthy. While we find ourselves in a strong position, we believe that all entities within the chain should look to take more proactive measures to help mitigate risk as this pandemic broadens.

Contact Industries, Inc. is already working to ensure that we can sustain production should our supply chain experience disruption by pulling-in orders, increasing our component safety-stock levels and building small finished goods inventories on higher-volume units. We strongly encourage our customers in doing the same to further mitigate risk and allow us to better prioritize our safety inventory levels to meet future demand.

As we continue taking decisive actions within our control to reduce risk to our employees in contracting this virus, we cannot be ignorant to the number of infected cases growing within our own communities, state, and country. With this comes genuine risk beyond our control that the possibility of disruption could affect our production & shipping should an employee test positive for COVID-19 or our local/federal government require us to temporarily cease operations. For this reason, we urge our customers to plan ahead as much as possible.

In recognizing that these are unsettling times, we wish to thank you for being as proactive as necessary. We stand at the ready to help support your mitigation plans to continue meeting our collective business objectives. For further information or real-time updates, please contact the following members of our team:



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Dan Arnholt – President [dan.arnholt@contactindustriesinc.com](mailto:dan.arnholt@contactindustriesinc.com)

Respectfully,

A handwritten signature in black ink that reads "Dan Arnholt". The signature is written in a cursive, flowing style.

Dan Arnholt

President

Contact Industries, Inc.