



Date: March 11, 2020

To our valued Aztec customers,

Thank you for your business and the opportunity to provide you with our specialty sealing hardware and flashing products. We want to personally provide an update on our efforts to help keep your operations up and running during the Coronavirus (COVID-19).

Aztec Washer Company is closely monitoring the latest reports from the Centers for Disease Control (CDC) and the World Health Organization (WHO) and we are taking a number of precautionary measures for the health and safety of our customers and team members. Our goal is to do everything we can to help you keep your operations up and running and people safe during this unprecedented and evolving situation.

- We've instituted a pandemic plan across our organization that includes health and safety protocols so we can continue to serve you.
- We're augmenting daily cleaning procedures at our facilities and have educated all team members on best practices recommended by the CDC.
- We are working closely with suppliers to maintain the flow of material to our plant to continue manufacturing products and to serve your needs.

We have a dedicated team managing our response and we will continue to provide updates as we learn more and will keep sharing additional information as this is an evolving situation.

On behalf of Aztec Washer, we thank you for your continued business, and if you have any questions or need further clarification, please feel free to reach out to your Sales or Customer Service contacts.

Sincerely,

A handwritten signature in black ink, appearing to read 'Matt', is written below the word 'Sincerely,'.