



Dear valued customer,

As you may or may not be aware, Governor Gretchen Whitmer of Michigan issued an Executive Order, effective March 24, 2020 through April 13, 2020, requiring that the residents and businesses of the State of Michigan to generally stay at home to help prevent the further spread of the coronavirus outbreak.

At L&L Products, the health and safety of our employees, as well as the health and safety of our customers, suppliers, and partners is of the utmost importance. As such we have and will continue to implement the precautions recommended by the Centers for Disease Control and Prevention, as well as those outlined in Governor Whitmer's Executive Order for those employees who are required to continue to carry out critical functions of the business.

In response to the reduced demand, coupled with the above Order, and for the purpose of keeping our employees safe, we have reduced our warehouse and manufacturing staff to that which is necessary to satisfy our EDI orders. For those who will be reporting in-person we have ramped up our sanitization efforts, are ensuring that employees maintain a safe distance, and have provided protective gear.

Our development team (Engineering and Design, Program Management and Account Management) have been successfully working remotely for a week now and will continue to do so to meet our customer's needs.

L&L Products has received confirmation from several of our customers which would indicate that their "operations are deemed critical essential infrastructure work", and as such their suppliers are essential for support of infrastructure work. If L&L receives an EDI order from you we will assume that the order supports such legally permissible efforts, and will do our best to complete our responsibilities, while complying with governmental mandates.

As always, we will continue to support our customers to the best of our abilities.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Kleino".

Tom Kleino

President

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