



March 23, 2020

Support of Essential Businesses Critical to the Country's Infrastructure

Dear Valued Supplier:

As the world continues to monitor and assess measures to mitigate the spread of COVID-19, the possibility of non-essential business closures ordered by federal, state or local government agencies has become a reality. In these scenarios, such agencies have thus far identified "essential" or "critical" businesses and industries as exempt from these restrictions due, in part, to the life sustaining nature of the products and services they provide. Under these state-ordered non-essential business closures and orders to shelter-in-place or stay at home issued to date **our business is considered an essential business.**

Workers necessary for the manufacturing of materials and products needed for the medical supply chains, transportation, energy, communications, construction, agriculture, chemical manufacturing and supplying essential products for industries such as food and beverage, pharmaceutical, medical and hygiene have been identified as exempt from these restrictions.

Maxcess, our customers, and our supplier partners have a responsibility to the essential markets we serve to safely produce and supply products during this critical time. It is our belief that in supplying critical industries, our business, and that of our suppliers, is essential to providing components and materials necessary for the support of these critical businesses. If your business resides in an area affected by non-essential business closures, or a shelter-in-place or stay at home order, we ask that you review all provisions closely to confirm you are able to continue supporting Maxcess so we can all continue supporting the effective delivery of products necessary to the operations of these critical businesses.

Our top priorities remain the safety and well-being of our employees and the support of customers. We have put processes and procedures in place to protect our employees and provide uninterrupted service to our customers during these unprecedented times. Please reach out directly to your Maxcess Supply Chain Contact immediately if you believe your business may be affected by a mandated non-essential business closure or an order to shelter-in-place or stay at home or if you have any other questions or concerns.

Thank you for your partnership and dedication and especially in the dynamic and challenging environment we all face together today.

Sincerely,

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Chief Executive Officer

Maxcess International Corporation

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