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March 23, 2020

### **Information regarding the COVID-19 Coronavirus outbreak**

Dear Valued Supplier,

Over the last several days, many states in which SparTech operates have issued “shutdowns”, “stay at home” and “stay in place” orders for any non-essential businesses and their employees.

Based on our understanding of our customers’ applications and the legal advice obtained, we are an essential business and our employees are essential personnel. Our operations are integral to medical diagnostic equipment, household sanitary products, food manufacturing, defense industrial base and other vital operations as defined by applicable state orders and issued guidance. For those reasons, we need to stay in operation in order to continue to serve the community and our customers that depend on us. It is critical that we continue to provide essential products on which our customers can rely.

It continues to be imperative that we remain actively engaged with our suppliers and request to be notified if any supply disruption is expected to occur. SparTech’s senior management team remains actively engaged in evaluating business continuity plans and safeguarding the well-being of our employees.

Should any of our location’s personnel come in contact with the virus, we will immediately follow all CDC quarantine guidelines in place at that time.

Our work-at-home capable employees continue to do so, while at our facilities we are enforcing increased levels of sanitation and cleaning, strict social distancing, and restrictions on travel and visitors at each of our sites.

Through these measures, and others, we remain committed to ensuring the health and safety of our associates while continuing to serve the essential needs of our customers and the community.

SparTech and our legal team continue to monitor the coronavirus situation closely as it evolves and will keep our team and valued suppliers apprised of potential changes that are required due to new legislation that is passed.

[www.spartech.com](http://www.spartech.com)

Everyone here at Spartech appreciates and thanks you for your trust and cooperation and look forward to a continued successful business relationship as we maintain our supply of essential products during these unprecedented times.

Best Regards,

Spartech LLC

A handwritten signature in black ink that reads "Matt Gisoni". The signature is written in a cursive, slightly slanted style.

Matt Gisoni  
Director, Supply Chain and Sourcing

