



March 23, 2020

To United Silicone Business Partners:

The COVID-19 pandemic is a new experience for all of us with rapidly changing information and requirements. United Silicone's focus continues to be on employee safety followed by our customers' needs.

United Silicone has received designation as an 'essential business' pursuant to New York State Executive Order 202.7 with respect to our being a supplier to the medical and food processing industries. All non-essential manufacturing has been reduced to zero effective Sunday, 3/22/2020, at 8pm ET, by statute of this Executive Order - <https://www.bsk.com/news-insights/new-york-executive-order-2027-and-essential-business-guidance>

United Silicone is a supplier to essential businesses serving the Medical, Pharmaceutical, and Food & Beverage industries. Some areas of our business also support Transportation, Oil & Gas, Electrical Components, Industrial Safety, Sanitation, and several other industries that the US Government has deemed as essential.

Therefore, United Silicone has also been designated as essential and will remain open for business. We will do our best to continue supplying our products and services to businesses that are essential for our society in this difficult time. We will cease producing and shipping to businesses that are considered non-essential until the time this Executive Order is changed or suspended.

United Silicone customers qualified as an 'essential' business by definition of the NYS Executive Order 202.7 are requested to immediately submit documentation/confirmation as such to your United Silicone Customer Service Representative. We also request all new, incoming orders to United Silicone note 'essential' within the body of PO document for easy reference. All orders designated as 'non-essential' will be staged for production pending changes or suspension of NYS Executive Order 202.7.

United Silicone will continue to follow the guidance from the CDC, Government, and ITW Corporate. Arrangements have been made for all employees who have been deemed non-critical for production purposes for 'essential' products to work from home immediately. All workers who must be in our facilities are employing social distancing practices. We have also increased cleaning and disinfecting efforts as well as training for our employees on all manners of reducing the impact of Covid-19.

Thank you for your assistance and continued support.

Sincerely,

Joe Fisher

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Sincerely,

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Trusted Partner for Your Product Decorating Needs

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