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Setting higher standards in confectionery.

3/23/2020

Dear Valued Customers,

As a valued partner, we want to keep you up to date on our production plans here at Albanese.

First and foremost, we are praying for the safety and health of you and your loved ones through this Global health crisis. The safety of our team, customers, and community is our top priority as we adjust to slow the spread of COVID-19. We have taken many measures at the plant to increase social distancing including moving team members to work from home, alternative break areas, and providing additional paid time off for illnesses.

I want to assure you that we are fully operational to help you through this crisis.

- **Supply:** We are working with our supplier partners to assure consistent flow of materials to continue to supply.
- **Delivery:** We will be in contact with you prior to shipping your orders by phone and email to be sure you are getting what you want when you need it. You will see our boxes and pallets marked "Food Essential Items" to ensure their rapid delivery.
- **Credit:** We understand that times are tough, and we appreciate your support in making payments that are due. Should you have an issue paying, please update your Sales Representative, Customer Service Representative, or Accounting staff to discuss your payment plans.

We know you are counting on Albanese to deliver, and we are ready for it! If there is anything we can do to help you through this, please let us know.

Sincerely,

The Albanese Family