



February 5th, 2020

To whom it may concern,

As you are likely aware, the Coronavirus outbreak has become a serious health issue. Subsequently, many businesses and supply chains have been impacted in the affected regions. We want to assure you, our valued customer, that GMI management is closely monitoring the coronavirus outbreak and the health of our associates in our facilities worldwide.

The good news is that, as of today, no GMI team members are directly affected by the virus. We are also working to ensure we have appropriate mitigation strategies in place should the outbreak worsen. This planning largely entails working with our facility and supply base located in Shanghai and the surrounding areas. Given that the Chinese government has dictated a mandatory business shut-down in this region until February 10th in order to limit the spread of the virus, obtaining complete impact data is difficult.

Once these facilities are back on-line, we will reassess the possible impact to our supply chains and logistics and provide any relevant updates. However, given the information we currently have we expect there to be minimal impact to the majority of our customers.

Again, we are continually monitoring the situation and will advise if there are any updates that will affect specific orders. Hopefully the spread of the coronavirus will end and we can return to business as usual soon.

A handwritten signature in black ink that reads 'J. Holtebeck'.

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