

Mueller

Distributors Since 1875
Roofing • Siding • Windows

To All Our Valued Customers:

As the number of confirmed Coronavirus(Covid-19) cases continues to increase, we are taking immediate measures to prevent its spread and ensure the health and well being of our employees and customers. We continue to monitor the CDC recommendation's and are taking this situation very seriously.

Proactively the following procedures/protocols are being implemented:

Minimization of face to face meetings and trainings in the upcoming weeks

- Asking all of our Outside Sales Representatives to limit travel to an as needed basis, and utilize phone and electronic communication to meet our customer needs.
- Requesting that all of our Vendor Representatives contact us by phone.
- **POSTPONING ALL IN BRANCH TRAINING EVENTS** until a future date.
-All other new product trainings will be held via computer or phone.

Continued focus on preventative measures

- Reminding employees and visitors about washing hands often. We are talking to them about it, posting signage in key areas, and providing hand sanitizer dispensers as well.
- We are increasing the frequency of cleaning high-touch surfaces in public areas in our branch, including showroom, counters, bathrooms, lunchrooms, as well as door handles.
- We are asking all sick employees to stay home as a preventative measure.

We are taking these important precautions so we will be able to continue to offer the highest levels of customer service during these difficult times. While new protocols may need to be implemented, **Mueller will continue to be open and operating** business as normal.

Best Regards,

Scott Fritsch
President