



18504 Canyon Rd. E, Puyallup WA 98375
800.275.7086 • www.premiersips.com

Dear Valued Premier Building Systems' Partners,

During this period of uncertainty, the safety of our clients, vendors, and employees is our top priority. We remain open with regular production hours and are fortunate that our large production plants enable our team members to distance themselves during the workdays.

We are in this fight to "stop the spread" of COVID-19 together; our goal is to minimize exposure for all. As such, we are asking our partners to help with the following:

- Please email your order/questions/inquiries to your sales representative, project manager, or call our office at either 253-846-6033 or 800-275-7086. We are requesting that you contact us by phone or email instead of visiting our offices/production plants. You can also find our contact information on our website: <https://www.premiersips.com/contact-a-representative/>
- If you have a business need that requires you to visit our offices, please only do so if you have had no exposure risk and let us know you are coming ahead of your visit. While here, please do your best to limit time and keep the recommended social distance.
- Our field staff will be limiting their in-person meetings to those that are business-critical. They will continue to extend exceptional customer service and assist with any project needs possible via phone and video meetings.

We remain committed to providing exceptional service and Premier SIPs products! At this time, we anticipate remaining on schedule with delivery commitments already made. If anything changes with production or schedules, we will be immediately in touch with those of our customers relying on deliverable dates and more.

If at any time you have a concern or question, don't hesitate to contact me. We wish you all good health & "Stronger. Straighter. Greener." environments!

Sincerely,

James Hodgson
General Manager
Premier Building Systems



