



## GRIFFIN SUPPLY

To Our Valued Sonco Pipe & Tube / Griffin Supply colleagues,

We want to extend our wish that all of you, your family, friends, and co-workers are healthy and safe during these times of growing uncertainty we are all facing with the current Coronavirus (COVID-19) crisis.

I can assure you that the health, safety, and overall well-being of our team and customers are our top priorities.

In addition to our normal health and safety business practices, we have done the following...

- Taken extra steps to ensure that we are following the CDC's guidelines for cleanliness and preventing the spread of virus'.
- Set up remote working capabilities so that employees can continue to work while taking care of their families or if they are not feeling well.
- Minimizing close interaction by utilizing video and teleconferencing to conduct meetings and have discussions.
- Employees who are exhibiting symptoms are staying home until they meet the guidelines for returning to work.
- All non-essential travel has been stopped until further notice.

Sonco pipe and tube and our Griffin supply division will continue to operate under normal business hours. (M-F 7:30-4:30) Our goal is to continue to provide the top-notch service that our customers are accustomed to throughout this Covid-19 crisis. There may be delays beyond our control due to government regulations or staff shortages due to illness. Our sales staff will work hard to keep you informed of any changes. Sonco will continue to monitor and abide by all state and federal regulations and we will update our customers on any changes affecting their scheduled deliveries.

If there are any questions or concerns, please don't hesitate to contact us directly at 888-766-2613 or send an email to [info@soncotube.com](mailto:info@soncotube.com)

I sincerely thank you in advance for all of your support and patience throughout this difficult set of circumstance that our country "will" endure.

I appreciate all of your support and together we will all get through this and come out stronger and even more prepared for the future.

Sincerely,

A handwritten signature in blue ink that reads "Buddy Breen". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Buddy Breen  
President  
Sonco Pipe and Tube / Griffin Supply