



We want to extend encouragement to you during these challenging times. Xpressdocs plays an important role in providing products and services that are essential to your business, so we felt it important to offer some assurance by outlining the actions we've taken to protect our team and to prevent delivery disruptions.

PROTECTING THE HEALTH OF OUR TEAM

- We've instituted CDC-recommended protocols for our team, as well as ensuring our partners and suppliers are doing the same
- Several members of our team are working remotely to reduce exposure and risk
- Our Customer Service team will continue to provide support by phone, email and chat

ENSURING YOU SAFELY RECEIVE XPRESSDOCS' PRODUCTS

- We do not anticipate any service disruptions as we continue to work with our supply and delivery partners to ensure adequate stock of raw materials and supplies
- We remain in contact with partners and suppliers to proactively address any changes should they arise
- We have an established disaster recovery program already in place, which may be utilized at any time should we experience a disruption that affects our supply chain or employees

Thank you for patience, support and loyalty during this unique and challenging time.

Take care,

Darrin Rayner
Executive Vice President