



Dear valued clients and friends,

In times like these our hearts and thoughts go out to all who have been affected by the Covid-19 pandemic. We want you to know that our team is focused on the health and well-being of our staff, clients and vendor partners.

We strongly support the efforts of local health officials and government leaders working to contain the spread of the virus. Therefore, we have implemented mandatory precautionary measures throughout our operation, which includes increased sanitizing and cleaning procedures at our production facility and offices, as well as, the required use of face masks and gloves. In addition, our doors remain locked during business hours to avoid walk-in clients.

We will continue to provide you with updates on the status of our operation alerting you of any potential delays or required changes to time frames, product commitments, facilities or service areas.

Amid the disruption and uncertainty of this difficult time, we truly value your business and appreciate the trust in us that every order represents. Response Marketing and Mailing continues to be committed to providing the support that you expect from us, and as always, we are here to keep your businesses and organizations moving forward.

Best regards,

*Sean Rodgers*

**KEEPING YOU IN BUSINESS IS OUR JOB!**