



March 20, 2020

Dear Amco Polymers Customers,

We are closely monitoring the rapidly changing business environment connected with the coronavirus (COVID-19). In order to properly support our customers, we are asking for the following information:

1. Please provide your forecasted demand for the products you purchase from us today through the end of May 2020. We'd ask for the information by end of business day Tuesday March 24, 2020.
2. Please notify us if you have reduced receiving hours or have closed your facility.
3. If you believe your business qualifies as essential to Critical Infrastructure Sectors, we'd ask that you:
 - a. Self-Nominate or provide documentation confirming from a governmental agency.
 - b. Provide the end-use market(s) and application(s) you are supporting using the resins you purchase from Amco Polymers.
4. Please place orders now with as much lead-time as possible. This will help to secure your inventory and also allow us to operate with a slowing supply chain network.

The situation is very fluid and we want to make sure we are acting responsibly to the needs of our customers and to all citizens who depend on our products to maintain needed functions and services during the COVID-19 pandemic.

Please forward your information to your Amco Polymers Account Manager. We appreciate your business and thank you in advance for providing us with this much needed documentation.

Kind regards,

Jeff Schultz
Product Director
AMCO Polymers

