



Applied Control Equipment, LLLP
13705 Compark Blvd
Englewood, CO 80112
USA

T 1 (303) 799 9300
F 1 (303) 799 1912
www.appliedcontrolequipment.com

3/19/2020

To Our Valued Customers & Community Members:

It is my hope that you and your families are remaining safe and managing through all of life's new challenges associated with the Covid – 19 outbreak.

We at Applied Control are committed to the highest levels of safety and security for our employees and the communities where we operate. Our mission has always been to help advance and sustain the industries that serve our world's most essential needs. That mission remains unchanged even during these trying times.

Due to the risks associated with Covid – 19, we have taken several steps to maximize safety and availability for our employees and customers alike:

- All Applied Control Offices and Service Centers remain open. We have enabled most of our employees to work remotely, implemented strict sanitizing efforts, social distancing, and controlled visitor access.
- Thanks to a proactive technology planning process; our employees are able to work remotely with seamless connectivity to all of our business and phone systems.
- All meetings have been switched to WebEx or teleconference and travel has been restricted to only accommodate requests by our customers.
- In addition to normal cleaning procedures, we have placed hand sanitizer, and disinfecting wipes in all high traffic areas and shared spaces within our offices with thorough cleaning of all shared surfaces between any face to face meetings.
- We will continue to follow the guidance issued by The Centers for Disease Control and Prevention, The Colorado Department of Public Health and Environment, and The Tri-County Health Department.

We will also continue to work through the daily updates that are coming in from our suppliers to ensure minimal disruption. Should you happen to have any specific questions, please don't hesitate to reach out to one of our associates as they stand ready to take your call. For emergency or after hours service, please call 303-799-9300 (extension 390 nights/weekends).

Please stay safe and thank you for your continued support.

Tad Cahill
Chief Operating Officer