



The Reeb Bethlehem (PA facility) will partially close on 3/20/2020 in accordance with the directives from the governor of Pennsylvania. We will be making deliveries on Monday 3/23/20. We have announced a 1-week partial close as we ascertain what the PA ruling means with respect to our particular business.

This will affect lead times for our customers who buy from the Reeb PA facility and it will affect lead times for orders at all Reeb locations if the material on those respective orders is inventoried exclusively in Reeb PA. Lead times will be dependent on capacity at other Reeb facilities and/or the ban being lifted. Irrespective, expect extended lead times.

Our customers may cancel current orders that have been placed with our Reeb PA location if they are not in transit or are not special order material. Our TSM's can and will help reviewing open orders. If we feel we will not be able to fulfill orders within a 4 week time frame due to government mandates, Reeb will confirm validity of orders.

Reeb may be temporarily discontinuing business based on geography, products, or other criteria. We do not want to take any orders that we are not confident in fulfilling.

2g orders will still be accepted at all locations. Our 2g team will process them with best estimated lead times but lead times will be dynamic based on demand, through put, and other non-controllable factors that are tied to the coronavirus pandemic. We will expand our "custom" feature in 2g to all 2g users next week. This alleviates the inability to complete an order with something special in 2g. Our TSM's will be scheduling training calls to go over this functionality and how to best use the "custom" feature. We are also asking that customers place all orders through 2g.

If there are similar closures in other states and restrictions to business extends for a longer period of time past 3 weeks, Reeb reserves the right to cancel orders with the expectation that they be re-ordered when things return to normal.

No special order materials will be ordered in PA during the partial closure. Accordingly, any Reeb PA orders requiring special order material, will not be processed until Reeb PA fully reopens.

We are committed to our industry and will be monitoring all developments as they occur. We know we will all get through this – we are indeed all part of an essential industry.

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