



Dear Clients – Good Morning

Sorry to send this as a generic email – but it is faster than using our marketing/eShot team.

Following the speech by the Prime Minister last night regarding the tightening of movement restrictions to limit the spread of Covid-19 my phone has been ringing red hot.

So, I thought it might help if I sent this to provide a very quick update on:

where we are at present

how this will affect our business

and by extension the impact on services we provide you.

At present:

we are continuing to operate in a Business as Usual fashion in so far as we can in these extraordinary times.

we have no (ZERO) confirmed cases of Covid-19 - nor is anyone living with a person that has been confirmed to have the virus.

we have 7 staff who are self-isolating as a precautionary measure

this is not currently impacting our ability to deliver our services to you.

Furthermore:

we envisage being able to continue service supply – our staff are being fantastic

the supply chains of which we are a part are considered by the UK Government as critical in the response to Covid-19

our carrier partners are telling us that there are no known delays to UK deliveries, but **NO deliveries will be signed for**

some international deliveries are proving troublesome.

We will be circulating a separate note specifically on despatch service status later today.

Things are changing very fast and we will try to update you regularly.

**If government edicts, staff availability or supply chain disruption changes our Business As Usual Plan we will let you know.**

Finally, we'd like to thank you for your support and understanding at this time and please be assured we are working as hard as we can to help you however and whenever we can.

Best wishes.

Fiona