



Dear Valued Partner,

We believe that it's our responsibility to make the health and safety of our team, our customers and the community our top priority as we look to help fight against the continued spread of coronavirus (COVID-19).

Over the past few weeks we've taken many precautionary steps to ensure that we deliver on that commitment.

Here's what we're doing:

Reduced The Need For Face To Face Meetings: We have guidelines around meetings for our team with the goal of eliminating them as much as possible. With the technology available today, we do not need to meet with people in person. We have all the tools necessary to collaborate digitally. We can hold face to face meetings using Zoom, FaceTime, and other conferencing tools and will continue to leverage communication via email, text, and phone. We have also asked our Office, Sales, and Client Service staff to work remotely at this time.

**If you need something taken care of please send your Client Relations Manager a picture and we'll get it taken care of as soon as possible.*

Avoiding interior courtyard spaces on client properties: We have proactively talked to many clients to actively avoid having our team in your buildings. Please contact your Client Relations Manager if you have questions or needs in this area.

No Excuses For Coming To Work Sick: All of our fulltime team members have PTO and we are encouraging them to use it as necessary. In addition, we're proactively sending home any team member that appears to not be feeling well.

(Extra) Spring Cleaning: We have done extensive training with our crews to promote healthy practices and as such, all of our crews have sanitizer and (PPE) personal protective equipment, and are focused on cleaning their trucks and PPE on a regular basis to reduce the potential for spread.

We are going to continue to operate as normal as possible, while monitoring the situation closely with local officials.

We're dedicated to providing you with the service you've come to expect, even in times such as these. If we can help you with any type of exterior property service during this time, please reach out! Also, if you have any specific COVID mitigation needs, please let us know. We are here to help as much as possible.

If you have any questions or concerns, please reach out to your Client Relations Manager directly.

Take Care,

Daniel Currin

CEO, Greenscape Inc.