# ATTENTION: All Total Door Distributors/Reps

# DATE: March 24, 2020

# REGARDING: Total Door COVID Update

Dear Total Door Distributors and Reps,

Here at Total Door we are constantly monitoring the challenges and developments of the Stay in Place order for Michigan. As we plan our next steps, we would like to remind you that our office staff is working remotely and available to answer calls and emails should you need assistance. We will work hard to continue to provide top notch customer service and do so in a timely manner. Since we are working remotely it may not be as easy to get answers, but we can promise that we are working as quick as we can to accommodate your needs. When Total Door has been given notice, we can re-open our manufacturing doors we will be ready to hit the ground running.

Stay healthy and safe in this unprecedented time.

Thank you,

Patricia Yulkowski

CEO/President