# ATTENTION: All Total Door Distributors/Reps

# DATE: April 28, 2020

# REGARDING: Total Door COVID Update

Dear Distributors and Reps -

Even in extraordinary times, we still have your back.

I wanted to let you know what we are experiencing in Michigan, and what Total Door Systems has done to accommodate the safety and health of our team and community as well as provide service to our customers.

On April 9th, our Governor extended Michigan's “shelter in place” order from April 13th through April 30th. Southeast Michigan has been labeled a COVID-19 hot spot and continues under such orders in an effort to try and stop the rapid spread of the virus. At this time Total Door is not considered “Essential” according to Michigan Law, which prevails. The State of Michigan is taking this very seriously and imposing severe penalties on violators, including jail time.

Total Door Systems’ office and support staff continue to work remotely. All incoming calls are being forwarded to staff’s personal cell phones to ensure ongoing, uninterrupted, customer service. Our manufacturing staff is being compensated to stay at home so that they can stay safe, and so that we can ramp up production quickly. We will continue to update our manufacturing options as we migrate through this “shelter in place”.

I know this is frustrating for those who live in areas not as affected by the virus or under different executive orders.

Working together we will get through this challenging time.

Please know we are doing everything in our power to service our customers while abiding by our home state mandate.

Thank you for your continued support.

Patricia Yulkowski