

Dear MBS Customers,

As we continue to monitor the rapidly evolving situation around COVID-19, the health and well-being of our team and customers is our top priority. Since 1944 we have been here to provide support during difficult times. Per the latest Executive Orders in Ohio, Pennsylvania, Indiana, West Virginia and Michigan, Modern Builders Supply is defined as an essential business and essential infrastructure company. As such, our branches will remain open in order to provide continued support as we navigate these difficult times together.

At Modern Builders Supply, the health and well-being of our team and customers is our top priority. We are doing what we can to help prevent person-to-person spread of COVID-19, including:

- Exercising good hand hygiene and following safe health practices
- Maintaining a clean and sanitized workplace
- Asking that team members who feel ill, please not come to work
- Instituting a social distancing policy – all customers and team members are asked to maintain a distance of 6' from each other at all times
- Enabling our team members to work remotely when possible, while reducing branch personnel to the minimum required to maintain operations
- Avoiding face-to-face meetings and travel
- Postponing our Customer Appreciation Day events
- Temporarily ceasing operation of our complementary popcorn machines
- Asking our sales team to reach out to our customers by telephone, email or text message and curtail face-to-face sales calls

To assist you in getting your materials quickly while maintaining a safe and proper distance, we encourage you to take advantage of our Dependable Delivery Service, Express Pickup Service, and shop online at BuyMBS.com!

- Dependable Delivery Service
 - We see our customers' orders through from start to finish. Our experienced team of drivers are fully equipped and ready to assist you with your material needs through our Dependable Delivery Service.
- Express Pickup Service
 - Call us on your way to MBS, our warehouse team will begin pulling your order immediately so it is ready for you when you arrive.
 - When you arrive you will go straight to the MBS Express Pickup Service Door where your order and invoice will be waiting for you. You don't even need to go into the office! That's how we get your materials to you fast with minimal downtime.
- Shop Online at BuyMBS.com
 - BuyMBS.com is the online division of Modern Builders Supply that allows you to shop for tools, equipment and supplies at your convenience, 24/7. We offer the name brands you know and trust, shipped directly to your home. Many of our products are available for fast and free shipping!

We encourage you to contact your local MBS Branch with any questions or concerns. As we continue to assess the most recent information provided by the CDC, WHO, local public health agencies and government officials, please rest assured that the health and well-being of our team and customers will always remain our top priority.

Thank you for supporting Modern Builders Supply. We are all in this together and we will emerge from this together.

From our family to yours,

The Leggett Family