## Commanding a Higher Standard SM

## THE PHOENIX FORGE GROUP

1020 MacArthur Road, Reading, PA 19605 (610) 741-6134 FAX: (610) 374-5211 www.phoenixforge.com

March 17, 2020

To: Our Valued Customers

RE: Coronavirus Update

The Phoenix Forge Group is closely monitoring the rapidly evolving COVID-19 virus. While the situation is fluid, The Phoenix Forge Group is closely reviewing and following the guidance from the US Government, Centers for Disease Control and any state and local governments where our 4 manufacturing facilities are located.

In addition to every individual's personal responsibility, our company's highest priority is the health and well-being of our employees, customers and business partners. The Phoenix Forge Group has successfully tested and implemented our business plan, dealing with the current situation. All facilities are executing the procedures and operations will continue as normal, manufacturing and shipping product.

As a result of safety concerns, our outside sales team will no longer be making personal visits to customer facilities. All meetings will be shifted to video conference or teleconference until further notice. Our inside sales staff remains available to aid you in extending the finest service and support you have come to expect from The Phoenix Forge Group.

On behalf of The Phoenix Forge Group employees, thank you for the continued support and valued business.

Sincerely,

Mark McIntosh Vice President