

Eastern Market
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March 23, 2020

RE: Coronavirus (COVID-19) Outbreak

Dear DelBene Produce Community,

We are committed to delivering quality products and excellent service for all our customers. This commitment includes the health, safety and well-being of our employees and customers. Like other businesses, we are closely monitoring the coronavirus (COVID-19) outbreak. As this situation continues to develop, DelBene Produce will provide accurate and effective communications as quickly as possible.

Our management team is following all guidelines from federal, state, and local governments, along with industry experts. As you all are very aware, there have been many changes to daily life over the past week to mitigate the outbreak. DelBene Produce remains committed to supporting our customers in this difficult time.

Following Governor Whitmer's Executive Order today, we will continue our limited operations. The Order still permits takeout, delivery, curbside and drive-thru service as essential services. DelBene Produce will continue to offer deliveries Monday – Saturday but with limited routes, and our office will be open from 10:00am – 3:00pm, Monday – Friday. Please contact us at 313.567.4658 with any questions about our operating hours.

We had reduced staff levels following Governor Whitmer's original Order eliminating dine-in service and continue to only have essential staff onsite to maximize social distancing. For these employees, we continue to enforce rigorous good manufacturing practices (GMPs) and have increased regular cleaning throughout our facility and fleet. Please note that our sales team is working from home and available to help.

We also understand that our industry is facing huge uncertainty as this situation develops. Our customers have closed or moved to take-out/delivery service per the state's mandate. We look forward to providing the best-possible service to support your operations as they change. Our sales team will be in contact with customers to ensure we do whatever we can to weather this storm with you.

DelBene Produce is committed to our community – our customers, our employees, and our suppliers. We are here to support you during this difficult time. Follow us on Instagram (@delbeneproduce) and online (delbeneproduce.com) for helpful information – including small business funding options.

This remains a developing and fast-moving situation. Our sales and operations teams will continue to monitor this outbreak. We encourage you to stay up to date online at [coronavirus.gov](https://www.coronavirus.gov) and [michigan.gov/coronavirus](https://www.michigan.gov/coronavirus).

Thank you for your business and trust during this challenging time; we truly appreciate it.

Sincerely,

Fred DelBene
President
DelBene Produce, Inc.