

Dear Valued Vendors and Invited Guests of Shoemaker Mfg. Co.,

As our community and economy move into recovery mode, it is still up to everyone to help prevent the spread of COVID-19. When you visit Shoemaker Mfg. Co., you will see careful safety measures in place — as outlined by state regulations and recommended by public health experts. The point of these measures is to help keep everyone as safe as possible and to help make sure our community, along with our business and economy, can emerge from the pandemic healthy and strong.

Here is what we are doing. When you are visiting us, we ask that you do the same.

- We are practicing **social distancing** inside our business.
- Wear a **face mask** or **cloth face covering**. Face masks work well to help prevent the spread of coronavirus through the air when we speak, cough or sneeze.
- We are working hard to **frequently disinfect** high-touch surfaces and shared spaces. When you come in, please use our provided hand sanitizer.
- Our employees will be **staying home** when they are sick or showing any possible signs of illness. Self-check before you walk in the door:

Self-Check

- Do you have a temperature of 100.4 or higher?
- Do you have any of the following symptoms: cough, shortness of breath, runny nose, sore throat, fatigue, headache?
- Do you have a recent loss of taste or smell?

If the answer is yes to any of the above questions, we will reschedule your visit for another time when you are feeling well.

- Please refrain from using our shared facilities (including restrooms, water stations, kitchen areas.) Public restrooms are located at 221 E First Street.

We remain dedicated to doing our part to protecting you, our employees and families, and everyone in our community. These past few months have challenged our business in ways we never imagined. We have been grateful to our customers and our community for your support during this pandemic. Let's continue to work together toward a recovery that is healthy and safe for everyone.

Sincerely,



John Hein
Shoemaker Manufacturing Co.
President