

Nationwide Third Party Services 1-800-490-7356 • Fax: 215-957-1946 www.relocationmoverservices.com

Dear Valued Customers,

As we are all carefully watching the COVID-19 situation, RMS is actively taking steps to ensure the safety of our teams and the continuity of our operations. We've had disaster preparedness and business continuity plans in place for events like this for some time, and we designed our business to withstand these occurrences with minimal impact to you. If needed, this policy also includes a tested and proven method for ALL employees to work remotely which includes all methods of communication: voice, email, cloud and web-based systems.

Our Supplier-Partners have been instructed to use the following guidelines provided by the Centers for Disease Control and Prevention and Duty of Care protocols to ensure there are minimal service interruptions and to protect the health and safety of the relocating employees and their staff.

We understand that the rapidly evolving situation is causing uncertainty. We are encouraging all of our customers, employees, partners and community to put their health and well-being first so that we can continue to operate effectively and to help prevent the spread of the Coronavirus.

We are following guidance from the Center for Disease Control and the World Health Organization, as well as local county mandates, and will update you with any significant developments or impacts to our business.

Please contact us with any questions or concerns.

Stay healthy,

RMS