

## **A MESSAGE FROM ROBERT GOLDSMITH FUEL REGARDING COVID-19**

We are taking this opportunity to do our part in local efforts to limit the spread of the novel coronavirus (COVID-19).

In line with recommendations from surrounding counties, we will be significantly reducing office contact with customers, effective on Monday, March 16.

Our office will be STAFFED; we will continue to answer phones, deliver oil and respond to service calls. However, it will be closed to the public. Our employees will be avoiding direct contact with each other while on duty and when our employees are on these service calls or making deliveries, we ask that everyone stays 6 ft from one another, per instructions from the US Center for Disease Control (CDC). All of our employees are healthy, but please avoid shaking hands or any other means of direct contact to limit the transmission of any pathogens unnecessarily.

Please don't hesitate to reach out with any questions. If you feel there is any reason you need to visit our office in person (e.g. to make a payment), please call us and we will be happy to discuss the matter with you further to reach an arrangement. Again, we will be answering phones during business hours and as always, our answering service will be on during non-business hours.

We recognize this is a highly unusual time and we are all doing our best to keep everyone as healthy as possible. We are committed to staying open as we navigate this together. We wish our customers well and hope to return to normal operation soon. In the meantime, we will remain in contact with you on as many platforms as possible. Thank you in advance for understanding.

Best regards,

Scott Little & the employees of Robert Goldsmith Fuel Oil