



March 23, 2020

RE: Lindsay Branch – Bobcaygeon Outbreak

To our valued Customers,

We want to keep you up to date regarding the Covid-19 situation and the upcoming operational changes at the Lindsay location of Alf Curtis Home Improvements beginning Tuesday, March 24, 2020 in effect until further notice at the Lindsay branch only

- Until further notice our hours of operation will be from 7:00 am to 5:30 pm Monday to Friday and we will be closed on Saturdays and Sundays.
- During this time our location will be closed to public with outside gate pick-up and delivery only
- Any in town orders of \$25 or more before tax are subject to free delivery and will be booked with staff and are subject to availability
- For pick up orders we ask that you call a minimum of one hour ahead of when you plan to arrive to pick up your order. We will process the order through your in house charge account or take payment over the phone by credit card only. You will be asked to present the credit card at time of pick up as well as sign for the product you are taking.
- When you arrive at our branch to pick up your order we ask that you call us to let us know that you are here and we will bring your order out to you.

We are implementing this as a branch specific change due to the proximity of the recent Bobcaygeon outbreak. The health and safety of our staff and community is of the utmost importance to us and we feel it is the most responsible action to take in order to eliminate exposure or possible transmission in the effort to flatten the curve of this virus.

During these uncertain times we are trying to think of ways to service you as our customers while at the same time keeping you and our employees safe. We have instructed all our staff to respect everyone's social distance and in return we kindly ask you our customer to respect the social distance rule for our staff as well.

We appreciate your understanding and will keep you informed of any future changes.

Thank you,

Management