



3237 Satellite Blvd. Suite 550
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March 25, 2020

Subject: Essential Business

Dear Valued Customer:

Several of you have asked about the status of Iconex in the light of Federal, State, County and Municipal announcements to close non-essential businesses. We have reviewed all definitions published to date from the federal, state, and local legislations that govern our locations. In every case, by definition, our facilities are deemed to be essential businesses.

Our determination is supported by the guidelines published by the Department of Homeland Security. Based on these guidelines, Iconex meets the requirements to be designated as an essential business in several areas. The most meaningful designations are associated with the role we play as part of the Logistics & Supply Chain Operations. We serve many essential businesses such as groceries, pharmacies, food distribution and logistics companies with critical supplies that enable their operations to function.

In addition to the guidelines published by the DHS, in a letter dated March 23rd, we have been deemed by the United States Postal Service as an essential contractor. The letter also states that "all staff must be allowed to report to duty to fulfill our obligations to the USPS".

Based on our position as an essential business, and to the extent we continue to keep our coworkers safe and healthy, we will continue to operate our facilities and support your requirements. You can be sure the Iconex team will do everything in its power to help your business.

We appreciate your business and partnership during these unprecedented events.

Sincerely,

A handwritten signature in black ink that reads "Craig Gunckel".

Craig Gunckel
Chief Executive Officer