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March 24, 2020

Dear Valued Customers,

As the Coronavirus situation continues to escalate around the world, we want to provide you with an update on our response to the COVID-19 health emergency. The MOD-PAC Leadership Team is closely monitoring the status of the outbreak and its potential adverse impact on supply chain continuity in the packaging industry.

MOD-PAC is taking additional preventive measures such as site entry restrictions, extensive disinfecting procedures, and increased employee communications to stop the potential spread of the disease within our facility. Furthermore, we have implemented formal protocol in the instance of an internal case of COVID-19.

The health and safety of our employees remains a top priority and we will continue to follow the guidelines and recommendations of the CDC as changes occur. MOD-PAC's Leadership Team is conducting daily internal meetings to safeguard the well-being of our employees and customers and to develop plans for various scenarios to lessen any business impacts to you.

MOD-PAC communicates regularly with our suppliers to capture updated status information and to keep our customers informed of any potential interruption to your supply of product. ***Currently there is no known impact to our supply chain or manufacturing.***

New York State and the Department of Homeland Security have classified MOD-PAC as an essential manufacturer – exempt from the Governor's order to reduce workforce.

We will continue to send additional communications as needed. In the meantime, should you have any questions, please contact your local MOD-PAC sales representative or email us at [sales@modpac.com](mailto:sales@modpac.com).

Sincerely,

*Daniel G. Keane*

Daniel G. Keane  
President  
MOD-PAC CORP.