



1389 Riverside Dr  
Sidney, OH 45365

March 31, 2020

**Dear Air Handling Customers,**

As the COVID-19 situation evolves, we wanted to let you know we are committed to doing our best to provide the level of service you've come to expect from Air Handling.

**As we manage this situation, we would like you to know the following:**

- In observance of the Shelter in Place order from the state of Ohio we are doing the following:
  - We have determined with our customer mix that we fit the essential Critical Trades designation in the order. Many of our end users provide materials or services for the food and beverage, personal hygiene, medical industry and US and State Governments. As such, we are staying in operation during this time.
  - Our desire is to limit and protect our employees from exposure and the associated risks of this virus. As such we have implemented the following procedures:
    - We have reduced our operating staff on site and asking those that can work from home to do so.
    - We are monitoring our employee's temperatures at the start of each day and will ask anyone carrying a temperature to return home.
    - We are in constant contact with all of our suppliers to assure consistent support from them.
    - We have asked our employees to assist those end users that meet the essential designation as outlined by the State. We will provide parts, equipment, rentals and skilled labor during this time to those companies.
    - We have asked any employee not feeling well or showing signs of the virus to stay home and seek medical advice.

If we can answer any specific concerns or questions related to your business with us, please do not hesitate to contact us.

Stay healthy and thanks again for working with Air Handling.

**Kurt Barhorst**  
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