



Newco Operations Update

April 16, 2020

As the world has been separated by shelter in place orders due to the COVID-19 Pandemic, we have all been brought together in meaningful and creative ways to protect and support our personal and business families. We hope that your families and business partners are staying safe and well.

The Newco manufacturing facility has been closed since March 21st, in order to follow the CDC Guidelines and protect our Newco family. Most of our operations are being handled remotely by our staff, so you will always be greeted by a friendly voice to assist with information requests, technical support, and order placement.

Newco continues to ship products to fulfill current orders and is accepting new orders. Inventory stock levels are sufficient to ship many products and replacement parts immediately. Custom orders may require slightly longer lead times as we are bringing in small production groups of less than 10 people in a single space to make orders, all following the guidelines of the State of Missouri shelter in place order as well as CDC guidelines. We are here to meet your business needs.

Our team has put together a reference guide for COVID-19 with information compiled related to safety, technical support, and many issues that your business, like ours, may be facing today. This information is well worth your time to review and can be found on our website at <https://www.newcocoffee.com/covid-19-newco-resource-center/>.

We are inspired and grateful for the heroic actions of our first responders, health care workers, and many family and friends who serve on the front lines every day. Please let us know how Newco can assist your business throughout this difficult time.

Stay safe and well, and enjoy a cup of coffee.

Best Regards,

A handwritten signature in black ink that reads "Joe W".

Joe Webster
Founder and CEO