

Dear Clients, Consultants and Suppliers,

### Coronavirus (COVID-19)

Auto Ingress values the health, safety and wellbeing of its staff, suppliers and clients. Given the quickly moving situation relating to COVID-19 (Coronavirus) in Australia and across the world, we are moving forward with precautionary measures in order to take a proactive approach in the containment and impact of this outbreak, which are consistent with this advice:

<https://www.health.qld.gov.au/clinical-practice/guidelines-procedures/diseases-infection/diseases/coronavirus/public-info-novel-coronavirus/fact-sheet-coronavirus>

Our approach is to manage the situation in a balanced way, acting swiftly and communicating clearly.

We are asking, wherever possible, that clients, consultants and suppliers do not visit our branches unless it is critical to do so.

We are encouraging our sales representatives not to do their regular call cycles but to work from the office and only visit people when required.

Our technical team on the road will still be available for service and breakdown work as required operating along the health guidelines of the Australian Government and WHO.

We are all experiencing a new way of doing business and appreciate your understanding and partnership as we all navigate these difficult times.

We thank you for your continued support.

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