

Dear Valued Customers:

As a result of the spread of COVID-19, many parts of the markets we serve have issued "Shelter in Place" orders for all residents. We wanted to make certain that you were aware that during this time, **we will still be providing all of our services** that you have come to rely on.

According to California and Nevada Health and Safety Code section 10.f.xv. Office1 is considered an "essential business" and consequently, we will remain open for the foreseeable future. Furthermore, many of our customers who use our office technology services qualify in the list of essential businesses including farms, food delivery, grocery stores, shipping, and many others.

It's our #1 mission to keep your business running smoothly through our constant support. With all the other hardships going on at this time, we're grateful & honored you can rely on us to relieve your IT stress!

Office1 is doing our best to protect our customers' health and safety, while still providing essential tools to local businesses for their success. We will remain open and ready to serve you until otherwise directed by local government authorities!

To keep up to date on our COVID-19 response and to have access to great resources during this time, please visit our page https://www.office1.com/coronavirus-resources. Here, you have access to information for the best cleaning practices for devices as well as help for your recently remote businesses.

If you have additional questions or concerns, please reach out to us at support@office1.com.

Stay safe and take care, The Office1 Team