Dear *Name Homeowner/Customer*,

In light of COVID-19, we want to address any questions and concerns you may have at this time or prior to an upcoming installation project. At BELGARD/COMPANY, the safety and health of our customers, employees and partners is our top priority. Per OSH Standards, workers in Landscape and Hardscape are classified at lower exposure risk, as workers in this category have minimal occupational contact with the public.

If you have a project scheduled, here is what you can expect from our team:

1. Adherence to guidelines as provided by local health officials, the Centers for Disease Control and Prevention (CDC) and the World Health Organization (WHO) related to the containment of COVID-19
2. Assigned foreman or point of contact that can be reached by phone to address your questions and concerns
3. Following COVID-19 protective measures per the CDC, including:
   1. Employees maintaining social distance and working 6-feet apart
   2. Limited workers in vehicles and requesting employees commute to worksites separately
   3. Frequent hand washing and/or hand sanitization
   4. Employees will not work if they are ill or do not feel well

Our team and your local Belgard representatives are here to help. Please reach out with any questions or concerns via email, phone or text. We stand ready to serve our customers.

Sincerely,

NAME/COMPANY