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*Dear Channel Partner,*

*It has been one year since we posted our initial corona virus "Travel Protocols." As we have seen great progress in the battle against the virus, and as our communities accelerate the process of reopening, RP Lighting + Fans (RP) wants you to know that the health and safety of our employees, customers, and sales representatives continues to be our highest priority.*

*The actions we have taken have enabled us to safely continue serving you without experiencing any cases of COVID19 within RP or with our channel partners. Going forward, we are committed to maintaining the high standards and precautions that we have implemented thus far.*

*While we are now relaxing on some of the more rigorous countermeasures that we have had in place, (e.g. temperature testing, contact call log) we continue to comply with national recommendations and guidelines, and of course local conditions set in our markets.*

*We want you to know that we are continuing to take every precaution for our mutual safety. We appreciate your business and look forward to seeing you soon.*

*Best regards,*

A handwritten signature in black ink, appearing to read 'Mark D. Altomare', with a horizontal line extending to the right.

[www.rplighting.com](http://www.rplighting.com)

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