

OUR ROLE AND EFFORTS AS WE NAVIGATE THROUGH COVID-19

For 40 years in Central Florida and 10 years on Florida's West Coast you've trusted us to keep the highest levels of cleanliness, sanitation, and food safety. We are committed to build on this foundation to further strengthen our processes and approach.

Like many of you, we have spent the last several days and weeks learning about COVID-19 (commonly called coronavirus) and how it is impacting our world. For Puff 'n Stuff Catering, that means understanding how it affects our Team Members, Customers and Communities, while making adjustments to our work and operations.

We have one simple objective that guides us: keeping You and our Team Members safe. This has been at the center of our conversations every step of the way. With that in mind, our Leadership Team has made several adjustments to our business in response to the threat of coronavirus. In addition to our usual routines, here are some of the extra measures we have introduced to keep you safe:

- We are closely following the <u>Centers for Disease Control (CDC)</u>, <u>U.S. Food & Drug Administration (FDA)</u>, and <u>National Restaurant Association (ServSafe)</u>, guidelines and recommendations on the steps we can take to proactively adapt our current policies and procedures to help prevent the spread of the virus.
- The situation with COVID-19 is evolving quickly and our Team is committed to implementing any new guidelines from the experts.
- We have shared specific instructions with our team members on the continued importance of hand washing, proper glove use, and staying home if they feel sick or are returning from an area of the world identified as a coronavirusrelated risk.
- Where appropriate we utilize a Quaternary Disinfectant Cleaner and sanitizing wipes with products approved by the CDC as capable of killing the COVID-19 virus.
- At events we are adding hand sanitizers to all food & beverage stations, and when appropriate modifying presentations to reduce communal access, and transitioning to individual servings when possible.
- In addition to our current daily cleaning procedures in our facilities, we're dedicating resources to make our routines even more rigorous. Hand sanitizers and sanitizing wipes have been added to all communal areas and workstations.

We know that many of you have scheduled consultations, events, and deliveries with us. If you have any concerns, we will be happy to partner with you to reschedule your appointment or event. Simply call your Special Event Planner, and we will take care of it. We are proud to be part of our communities and our entire team looks forward to any opportunity to be of service to you, your family, and your business.

In addition to full service event catering, we also want to remind you that we are always available with <u>delivery</u> and <u>pick-up</u> options to enjoy our cuisine in the comfort and safety of your home and/or office. Please reach out to your Special Event Planner or visit <u>our website</u>.

Thank you,

Warren Dietel CEO & Owner (407) 398-6306