



March 20, 2020

To Our Valued Clients and Colleagues,

We at Stokes Granite sincerely care about the health and well-being of our community and our employees and are committed to making every effort possible to provide a safe working environment during this time. We're closely monitoring the impact of the COVID-19 pandemic, as well as implementing all of the current guidelines and ordinances set in place by our public health officials and government agencies.

While housing construction currently remains an essential business and is exempted from the Governor's "Stay Home" Executive Order, the construction performed should be for the purpose of maintaining the safety, sanitation, and essential operation of a place of residence.

In order to help prevent the spread of COVID-19 and to protect and care for our employees and community, we will be limiting our fabrication and installation services to *essential projects* only.

Essential projects should be both:

-A project within your primary place of residence

AND

-A project that is required in order to maintain the safety, sanitation, and essential operation of your primary place of residence

Essential projects include kitchen counters, bathroom counters, or shower walls that are required to be installed prior to you receiving any essential plumbing or electrical services. *Essential projects* will only be completed for clients who are *currently without* a fully functioning kitchen or bathroom.

While our office is closed for in-person consultations, our office staff will remain available via phone and email during this time. We are still open for providing bids, scheduling future appointments, and rescheduling current appointments.

As governmental guidelines continue to evolve and the full extent of the impact of COVID-19 still remains unknown, we appreciate your patience and understanding as we make necessary adjustments.

Sincerely,

Mike & Mark Manalo

Owners

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