



EBEN C. ECK
PRESIDENT

March 24, 2020

Dear American Lubrication Equipment Corp and American Equipment West customers,

With growing concerns around the COVID-19 virus, American Lubrication Equipment Corp and American Equipment West would like to inform you that we are fully operational at this time. The health and safety of our employees and customers are foremost in our minds. We continue to follow the initial steps we established as this pandemic unfolded.

- **AMERICAN LUBRICATION EQUIPMENT CORP PREPAREDNESS**

American Lube is adapting to the current climate through a variety of actions including social distancing as well as additional safety and cleaning steps to help support our team members. Our distribution centers in Maryland and Southern California have limited their access to American Lube employees only. We are fortunate that a portion of our team will be working remotely. Our goal is to keep a healthy work environment for our employees so we can continue to serve our valued customers.

- **INVENTORY AND SHIPPING**

As of March 24th, American Lubrication Equipment Corp is well stocked and experiencing no shipping delays. We are currently stocked at historically high levels. If any shipping or supply issues arise, we will be in contact with our customers.

- **TRAVEL**

Additionally, in order to safeguard our employees, all travel and outside sales calls have been suspended. We will be re-evaluating this decision in Mid-April. Our outside sales representatives will be working from home offices and available via telephone.

As always, thank you for being a loyal customer. We will continue to closely monitor the situation, focusing on keeping our employees and communities safe while providing you any support you need.

AMERICAN LUBRICATION EQUIPMENT CORPORATION

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