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Western Wyoming Beverages COVID-19 Update Our Role and Responsibilities

Dear WWB Partner,

As you are aware, the world is grappling with a health crisis never seen before surrounding COVID-19, also known as the Coronavirus. Our team wanted to personally reach out to you and provide an update on the actions that Western Wyoming Beverages is taking to help prevent the spread of the virus and support the health and well-being of our team, our customers and our communities. While we are cautiously optimistic the virus will not hit WWB, and if it does we hope it will be on a limited scale, we wanted to address concerns surrounding the virus and develop a plan should the virus affect WWB.

First and foremost, the health and safety of our team and customers is our priority. We also place a high emphasize on being able to continue business operations to allow our customers and consumers at large the opportunity purchase our products and stay in business. With those two pillars serving as the grounds for our approach, we've developed several plans we will utilize to prevent the spread of the disease and also account for a "worst case" scenario and a contingency plan, should the virus hit WWB in mass.

- Western Wyoming Beverages has asked our team to increase personal cleanliness throughout their daily lives; including increased hand washing, avoiding contact with others and reducing the amount of times they touch their face.
- Western Wyoming Beverages has supplied our team members with cleaning kits to disinfect surfaces that are routinely touched by our team and the public at large (coolers, door handles, vending machines etc.).
- Western Wyoming Beverages will work to improve our own internal cleanliness around our offices and warehouses.

As a valued customer, we appreciate your understanding that your WWB experience may look different as we navigate through this time. While we are currently maintaining regular operations, and plan to do so for the foreseeable future, we are prepared to modify our approach should several of our team members become affected by the virus or at the direction of local authorities or health care professionals. These modified operations may include any of the following:

- Reducing sales and delivery schedules to once per week

- Implement tele-sell (calling accounts for orders) or asking accounts to call in should they need product
- Implement pedal-sales routes – placing the top performing products on a truck and delivering to accounts.

In addition, to these, we ask that you consider increasing you own inventory levels in preparation for a disruption in service. Again, we do not expect or plan on a disruption in service but would prefer to have a plan in place should one occur. We expect any disruption in service to be temporary.

We've also witnessed consumer's desire to stock up on routine necessities they may need should they be quarantined, including bottled water. We've increased our product on order for case pack water and will continue to build inventory of this. Please do not hesitate to work with your WWB representatives to order and build inventory of water should you wish to do so.

Thank you for your continuous support and loyalty to WWB. It is our intent to be as transparent as possible with you, our valued partners, with our actions and plans surrounding COVID-19.

Sincerely,

The Team at Western Wyoming Beverages