



Dear Valued Customer-

For your safety and the safety of our employees, at the close of business on March 17th, we will discontinue the ability for Customers to place pick-up orders from alphabroder distribution centers. Any orders placed on or before March 17th should be picked up by close of business on March 18th. Our distribution centers will remain open and fully functional. All orders you would have typically ordered for pick-up will now be shipped to you.

Key Points:

- **March 17th is the last day to place pick-up orders from alphabroder distribution centers**
- **March 18th is the last day to pick up orders from an alphabroder distribution center**
- **alphabroder distribution centers remain open and fully functional**
 - **All orders placed will be shipped to Customers (vs. being picked up by Customers)**

To stay up to date on important alphabroder information, please visit our [FAQ page](#).

Thank you, as always, for your business and support and we apologize for any inconvenience. Together we will work through this challenging time.

alphabroder Operations Team