

# GRAND RAPIDS CHAIR CO

Customer Name	
Order Number	
Entire Order / All Lines	Circle Yes or NO (if no, note specific lines below)
Specific Order Lines (Note Line Numbers)	
Requested Ship Date:	

Dear Valued Partner,

Grand Rapids Chair Company is committed to continuing to serve our customers and serving our nation's essential infrastructure as the impacts of the COVID-19 pandemic continue to unfold. Our employees are proud to provide furniture for applications which have been deemed critical to the infrastructure of the US.

As a Michigan-based company, we are authorized by our Governor's recent Executive Order No. 2020-59 to continue our operations as they relate to critical infrastructure. Sections 8 & 9 of that Order, which is available at [https://www.michigan.gov/whitmer/0,9309,7-387-90499\\_90705-526894--,00.html](https://www.michigan.gov/whitmer/0,9309,7-387-90499_90705-526894--,00.html), specifically call out the operations and the businesses and supply-chains that support those operations that are considered critical infrastructure (following the CISA communication of March 19, 2020 available at <https://www.cisa.gov/sites/default/files/publications/CISA-Guidance-on-Essential-Critical-Infrastructure-Workers-1-20-508c.pdf>).

We ask that you confirm that Grand Rapids Chair's continued operation is necessary to enable, support, or facilitate your critical infrastructure work, or the critical infrastructure work of your customers, pursuant to Section 9(b) of the Order. Please indicate the appropriate critical infrastructure category below, sign the form to confirm, and return to: [essential@grandrapidschair.com](mailto:essential@grandrapidschair.com) .

As always, our team is at the ready to connect with you directly and work through this process and any impacts it might have regarding meeting the needs of your organization and the industries we jointly serve. Please feel free to call your normal point of contact or myself directly with any questions.

Very Truly Yours

GRAND RAPIDS CHAIR COMPANY

Signature:	
Name:	
Today's Date:	
Critical Infrastructure Category:	