



March 16, 2020

Re: Coronavirus Communication (COVID-19)

Dear Valued Customer,

The Bake'n Joy leadership team continues to monitor the evolving situation and growing concerns around the Coronavirus Disease 2019 (COVID-19). Our crisis management team is meeting daily and is committed to adjusting our response appropriately to this dynamic situation. Our number one priority is the health and safety of our associates and their families, and maintaining business continuity for our customers. In light of new information from state and federal agencies, below are the updated actions Bake'n Joy Foods has put into place:

Daily Monitoring: In addition to our crisis management team, our Environment, Health and Safety team is staying up-to-date with any new developments from the Centers for Disease Control (CDC). All of our decisions will align with Bake'n Joy Foods values, and recommendations from state, national and international health organizations, as well as comply with all laws.

Protecting Associates: We continue to stress and enforce recommended personal hygiene and safety protocols. Additionally, we have instituted an immediate Work-From-Home policy for any associates who can perform their job remotely. All meetings have been moved to virtual meetings and we have adjusted schedules and shift breaks to maximize social distancing. Lastly, we have eliminated associate travel between Bake'n Joy facilities and stopped all international and domestic air travel. For the protection of our associates and yours, we have also put all show attendance, DSR ride-withs, and in-person business meetings on hold until further notice.

Heightened Cleaning Protocols: In accordance with our SQF standards and value of SAFETY, we are ensuring all common areas are kept clean and elevating awareness and importance of Good Manufacturing Practices (GMP) related to health and personal hygiene. We are increasing our supply of cleaning products and increasing the frequency of cleaning at our locations to minimize the spread of potentially harmful germs and bacteria.

Visitor Guidelines: Only visitors considered critical to our continuing operations are permitted on premise. The visitors are required to answer a questionnaire regarding health, recent travel, and exposures before coming onsite. If the visitor answers yes to any of the questions on the questionnaire, the visitor will not be allowed onsite and other plans will be made to continue operations.

Supply Chain Assurance: At this time, we have not had nor are we anticipating a disruption in our operations and inbound/outbound supply chain. We have been in constant contact with our vendor partners and continue to actively ship finished goods. The vast majority of our raw materials and packaging components are sourced domestically, which has limited the disturbances relating to COVID-19 that could impact our supply chain. We will continue to do everything in our power to ensure stability to our customers during this challenging time.

Sincerely,

A handwritten signature in cursive script that reads "Robert Ogan".

Robert M. Ogan
CEO/President