

Wednesday 23rd June 2021

Dear Building Partner,

In anticipation of the move to Alert level 2 at 6:00pm tonight in Wellington, the Wairarapa & Kapiti Coast, here's a quick reminder of the ways we'll be operating to help support your business needs.

Our handy printable <u>COVID-19 FAQ's at level 2</u> has all the details you need, but below is a quick summary for you:

- Our sites: you can visit the showroom, yard and bulk store areas in the branch
- **Sign in:** please sign-in or scan the QR code on arrival.
- **2m rule:** measures will be in place to allow for 2m physical distancing at the counters when you pay for your goods.
- **Order in advance:** ordering in advance is available via our new <u>Trade App</u>, the <u>Trade Portal</u>, telesales, your Account Manager or <u>local branch</u> team.
- **Contactless collection:** If you specify when ordering your materials, contactless collection will be available as well as for our usual delivery services.

Our team are staying safe and remain available to give you a hand with any materials you need. Please follow their guidance for deliveries and when visiting the branch.

If you have any particular requirements in regard to our team making deliveries to your sites, please let us know in advance where possible when placing your order.

Our manufacturing plant in Wellington remains operational during this time.

We look forward to continuing to partner with you whilst these measures remain in place to help keep us all safe.

The CARTERS Team

