



As the concern for COVID-19 continues to grow, we want to take the time to assure our customers that we are taking all precautions to sanitize our stores and equipment in an effort to keep you and our staff safe.

In the current environment, it's important for all of us to monitor the rapidly evolving situation involving the coronavirus or COVID-19; the following are the steps we have taken at Bunce Rental:

- Continue to closely monitor updates from the CDC, WHO and our local health departments so we are informed.
- Constantly remind our employees of the recommended hygiene & health practices and preventative measures to take including:
 - ❖ Wash hands with soap and water for at least 20 seconds
 - ❖ Use an alcohol-based hand sanitizer that contains 60-95% alcohol
 - ❖ Avoid touching eyes, nose and mouth with unwashed hands
 - ❖ Stay home if sick
 - ❖ Clean and disinfect objects and surfaces that have been touched
 - ❖ Cover nose and mouth while coughing or sneezing with a tissue, then immediately dispose of that tissue and then wash hands
 - ❖ Stay six feet away from people (as much as possible)
- Increased the frequency and extent of our cleaning & disinfecting practices, especially as it pertains to objects and surfaces that are routinely touched by customers.
- Informed staff to stay home if they feel ill.
- Provided hand sanitizer and disinfectant wipes/cleaning solutions at all locations.

We have also provided information to our employees to leverage official government websites such as:

<https://www.cdc.gov/coronavirus/2019-ncov/faq.html> and

<https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html/> for the latest guidance on personal hygiene and the COVID-19 situation.

Lastly, as our delivery drivers and service technicians visit your locations to service or drop off/pick up equipment; please let us know if there any specific unique instructions or policies you may have put in place for COVID-19 so that we can be best prepared to cooperate with your employees and policies.

While some of these precautionary measures may seem inconvenient, they are being taken out of an abundance of caution to keep you all safe. It is presently unclear how long these restrictions will remain in place, but we will continue to communicate regularly as the situation evolves.

At Bunce Rental, Inc. we are here for your equipment rental needs. You can speak to any of our rental specialists on the phone or visit our web site at www.buncerental.com for equipment information and to request a quote for the rental items you may need.

We look forward to continuing to do business with you during this challenging time.

Sincerely,
Bunce Rental, Inc.