



AWAY FROM HOME CHANNEL

Coronavirus Update
March 23, 2020 – ADDITIONAL GUIDANCE

Dear KIK Custom Away from Home Channel Customer,

This is a follow up communication to our notice dated March 12, 2020. The continued and unprecedented surge in demand due to the COVID-19 pandemic has required KIK Custom Products to take further steps in prioritizing bleach supply. The steps include allocating product by customer by plant and limiting formulas. KIK is committed to maximizing our availability of full-strength bleach in order to support the cleaning and sanitization requirements that consumers, your customers, need to keep their businesses safe. KIK remains in a force majeure situation but will also continue to operate our manufacturing facilities and distribution centers at maximum capacity.

KIK Sales Managers will be in contact to communicate your weekly allocated quantity. The purpose of this allocation is to ensure all of our customers can receive bleach in a controlled regular cadence.

Note that these changes will go into effect immediately. Purchase orders received starting March 23 that do not follow these guidelines will be cancelled and new purchase orders will need to be written.

Plants Affected:	• ALL KIK Facilities: KIK Classic and James Austin	
Production Plans:	EPA Germicidal Bleach ONLY in the following sizes: • 128 oz.	
Action to Take:	• All NEW purchase orders for the above products only. NEW purchase orders that are non-conforming will be immediately cancelled. Each PO should represent one truckload.	• For previously issued purchase orders: Customer Service will advise what can be filled and will communicate what POs need to be adjusted or cancelled.

The following formulas will no longer be produced until further notice:

<ul style="list-style-type: none"> • Low Strength Regular or Scented Bleaches • Private Label Low Strength and Germicidal Bleaches 	<ul style="list-style-type: none"> • 10% Bleach • Bulk Bleach packages
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As a result of the force majeure resulting from the pandemic and for the duration of the force majeure, KIK's deliveries shall not be subject to fines, deductions, or charges. As this situation continues to evolve, we will adapt and communicate any further changes in direction. We appreciate your cooperation in focusing your orders as needed based on these directions. Thank you for your continued partnership!

Sincerely,

Steve Olinger
President, KIK Custom Products