

Temporary Closure due to COVID-19

At Top-Tier Mechanical, Inc. our number one priority is the health and safety of our team as well as the members of our community. As we are a service based company and go in and out of multiple customers' homes and businesses daily, we take the outbreak of COVID-19 very seriously.

After a lot of discussion and proposed alternate solutions we have made the decision to temporarily close for regular business effective today, March 16th, through March 31st at this time. This is not an easy decision for us but, as a family owned company, we feel it's our responsibility to help our community by doing our part to isolate and help prevent the spread of COVID-19.

We will still be answering our phones but will be available for emergencies only. However, this will be dependent on the developing information from our President, the World Health Organization (WHO), the Centers for Disease Control (CDC) and local health officials.

We thank you for your understanding during this time of upheaval. Health and safety are all of our responsibilities and we encourage you to practice safety measures in your home as well as when you are out to help prevent the spread. If you would like more information on how to protect yourself please visit this web page direct from the CDC: <u>https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html</u>

From our family to yours we hope you all stay healthy and we thank you for your continued support. We will continue to keep you informed if we need to make any further adjustments to our operation dates.

- Jason & Katy