



June 22, 2021

Re: Extended Lead Times Due to Board Shortage

Dear Valued Customer,

Recent global supply chain events such as the COVID-19 pandemic, high demand for raw materials and logistical constraints, have caused an availability shortage of Printed Circuit Boards with our suppliers. These events have unfortunately caused extended lead times beyond what was initially advertised for your equipment.

We will continue to do everything possible to limit the impact to our customers and provide updated information on your projects as changes occur.

You may contact [tkscheduling@tkelevator.com](mailto:tkscheduling@tkelevator.com) for scheduling questions.

We apologize in advance for any inconveniences this situation may cause.

Kind Regards,

A handwritten signature in black ink, appearing to read "Lamar Hobbs", with a stylized flourish at the end.

Lamar Hobbs

Sales Manager, Customer Service Center