

2020年3月19日

親愛的顧客

FE TRADE株式會社
(艾弗伊特瑞德股份有限公司)

Liquid Resins重要告知：

針對本次新型冠狀病毒疫情擴大事宜，Liquid Resins公司向各國正式代理商發出重要告知。將原文與翻譯記載如下：

To our valued customers,

On behalf of Liquid Resins & A.C.T., I am reaching out to assure you that the safety and well-being of our team members & our customers is our highest priority as we all work through the challenging times of life with the Coronavirus (COVID-19). We are closely monitoring the situation and following the guidance provided to us by the Centers for Disease Control, the World Health Organization and other medical professionals.

Here is what you can expect in the coming weeks while working with us:

The A.C.T. Team will continue to be here for you, but we have put procedures in place to help minimize the chances of contracting the Coronavirus. Preventative hygiene procedures have been implemented, and team members may elect to work from home. Please be patient as we work through this, but it should not impact any of our day-to-day business.

All Liquid Resins' products will be sanitized prior to shipping, and we've put additional procedures in place to keep from spreading any germs while always striving to maintain our own high standards. We plan to continue business as usual, but please contact your sales rep if you have any questions.

Please be assured we are doing everything in our power to keep our team members and customers safe in this difficult time. We will continue to monitor this situation and provide you with an update if our procedures change.

Thank you for doing business with us.

Sincerely,

Jim Pottorff
President

親愛的顧客您好

在此代表Liquid Resins&A.C.T全員公告，本公司將保護顧客與員工的安全健康視為最優先事項，以度過本次新型冠狀病毒（COVID-19）所造成的危困時期。本公司將隨時關注時事現況，遵守CDC（美國疾病管理預防中心）及WHO的指示。

在這數周，可能會有下述造成顧客們不便之情事發生。

本公司員工依然會協助解決顧客們的各種諮詢，但為了將冠狀病毒的接觸風險壓到最低，本公司會施行以下措施：衛生預防措施的實行，以及提供員工在家上班的選項。在施行本措施的同時，可能會造成顧客不便，但不會對日常的業務造成任何影響，敬請見諒。

本公司所有商品在出貨前皆進行消毒，除了維持原有的高規格衛生標準以外，也會追加額外的衛生處理，以求抑止細菌的擴散。目前公司的營運方式不變，如有任何未明之處請與負責業務聯繫。

在這個嚴峻的狀況下，我們必定會為了員工與顧客們的安全全力以赴，敬請安心。本公司會隨時關注狀況，如營運方針上有任何變動將再另行公告。

以上，非常感謝各位顧客的體諒與包涵。

代表
Jim Pottorff