



December 2, 2021

Dear Valued Business Partner:

The below policy supersedes the note you may have received earlier this week.

Effective December 1<sup>st</sup>, 2021 – all new back orders will remain open in our system, which will allocate the product to you when it arrives based on order date. However, pricing will be evaluated and subject to modification based on current pricing at the time of shipment for the back order. We will reach out at that time to confirm you would still accept the shipment, and any change in price is accepted. We are unable to lock in pricing based on original order date due to uncertainty with lead times, raw material and freight costs.

If you wish to have your back orders cancelled at any time, please notify us referencing your purchase order number.

Please reach out to your local sales rep with any questions.

Best Regards,

A handwritten signature in black ink, appearing to read 'Matt DeSantis', with a long horizontal flourish extending to the right.

Matt DeSantis  
Vice President of Sales  
Voltec Power & Lighting

