

Dear FLM Repro Clients,

3/13/2020

With the current outbreak of the coronavirus, we wanted to let you know how FLM is preparing to service our clients during this time. The health and safety of our staff and their families are of the utmost importance, as well as that of our clients.

While we continue to monitor COVID-19, we are taking the necessary steps per the CDC to maintain a healthy environment. At this time, our offices in NYC and Princeton, NJ will remain open until we are mandated to close by the city or state. We will be operating as normal and will back up our clients affected by this virus.

FLM will print and deliver to your offices as usual. If your employees are working from home, we can overnight ship to their home addresses, or if necessary, we will deliver to their respective homes via truck or subway.

Because the safety and wellbeing of our clients and employees is first and foremost, if we start to see impact on our staff and/or services, we will revise our procedures and notify our clients as they develop.

If you have any questions or concerns, please call our office at 609-987-0666. Christine DiIorio (ext. 502), Ryan Morrissey (ext. 501), John Mitchell (ext. 507) and Jeff Kenney (ext. 212) are available to help you.

We are here to help make this unsettling time a little less stressful.

Sincerely,
Barbara Mischia, CEO
FLM Reprographics, Inc.

