



# WISCONSIN SPICE, INC.

478 Industrial Park Road, PO Box 190, Berlin, WI 54923

Phone: 920-361-3555 Fax: 920-361-0818

[www.wisconsinspice.com](http://www.wisconsinspice.com)

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April 28, 2020

To Our Valued Customers,

At Wisconsin Spice, we truly value our partnerships with customers and pride ourselves in being flexible and nimble. During this period of uncertainty, we understand that your demand for our products may be fluctuating. Though most order revisions can be accommodated, we ask that you please adhere to the guidelines below:

- Kindly communicate any order revisions, delays or cancellations at least two weeks ahead of the confirmed ship date, as this will enable scheduling changes to be implemented.
- For those customers who order customized or proprietary products, we ask that any order revisions, delays or cancellations be advised in advance of the production date.

While we will certainly do our very best in accommodating order change requests, there are some instances in which order modifications may not be possible. As noted above, the production schedule may not be able to be altered. Alternatively, stocks which are already produced, and in storage, may necessitate that product is moved to ensure warehouse safety. Please trust that we will do all we can to implement order changes.

Please note that we are more than willing to offer product shelf life extensions where appropriate. We will review each request from a quality and food safety standpoint, and where applicable we will issue a formal shelf life extension letter. We hope this will provide an added measure of support in cases where original usage forecasts for our products may now be altered. Please contact your Wisconsin Spice Account Manager for more information.

We appreciate your ongoing support of Wisconsin Spice, and we will continue to work tirelessly to meet your needs in the face of this pandemic. Please reach out with any questions.

Sincerely,

Joe Worley  
Wisconsin Spice, Inc.  
Business Development Manager  
[jworley@wisconsinspice.com](mailto:jworley@wisconsinspice.com)