

R.J. Liebe Athletic Lettering Co.  
582 Goddard Ave.  
Chesterfield, MO 63005  
www.liebe.com



March 23, 2020

Dear Valued Customer,

The spread of COVID-19 is affecting every one of us and I hope you are staying safe at this time. As we all now know, the most effective way to minimize the transmission of the virus and to "flatten the curve" is to practice social distancing. In order to curtail the spread the virus in the greater St. Louis area, our local government is enacting a "Stay at Home Order" beginning today, March 23, 2020.

This order mandates that residents that are in a non-essential capacity "stay at home." All businesses are required to cease all activities that are non-essential. As a result, the RJ Liebe Athletic Lettering Co. will be temporarily ceasing operations for the duration of this order. Currently, that will be for the next 30 days. If the time frame changes, I will notify you as soon as possible.

We understand that the upcoming days will be a challenge for everyone and the uncertainty is overwhelming. Be assured that once we make it through this emergency situation, Liebe will be back in production and ready to serve you.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Liebe", written in a cursive style.

Bill Liebe  
President