

## **COVID-19 virus**

### **Our measures to maintain our business operations**

Dear customer,

despite the very dynamic development in the last few days regarding the COVID-19 virus, we want to continue to ensure that your business operations are as unrestricted as possible and hereby point out the precautions and measures that Capital Bay is taking to make this possible.

At Capital Bay, all employees are equipped with mobile devices and are required to act in accordance with the current situation. We have taken further measures to counteract the rapid spread of the Covid-19 virus.

As a result, physical meetings and business trips will be dispensed with immediate effect. All visits to trade fairs have been and will be cancelled until further notice, for the protection of our employees, partners, fellow human beings and their families - whose integrity is our top priority.

Capital Bay continues to monitor the situation closely in order to keep abreast of developments and to be a reliable partner for you as usual.

This is a time for Capital Bay to focus on our values, in particular cooperation, duty of care and responsibility, with each other, our partners and stakeholders in this eventful time.

Therefore, we look forward to continuing good cooperation and exciting projects that we will be realize in the future with you as our partner.

With best regards from the entire Capital Bay Team.

George Salden  
(CEO Capital Bay Group)