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Dear Valued Customer,

The UK's transition period with the EU is now imminent and we wish to take this opportunity to update you on our preparations for Brexit. We believe we have taken all reasonable measures within our control to ensure smooth trade from 1st January 2021 and would like to share some of these with you.

- 1) We have confirmed requirements with all our appointed couriers, freight forwarders and expect them to continue to make all customs declarations on our behalf, where applicable, from the 1st January 2021.
- 2) Our Economic Operators Registration and Identification (EORI) number have been confirmed with HMRC. If you require this for your documentation, it is GB296450039000
- 3) We are working closely with our vendors to understand their preparations for Brexit and mitigated against any risks that are identified.
- 4) We have assessed the impact of tariffs on our business from 1st January 2021.
- 5) We will support our employees to understand the implications of Brexit in respect of their individual functions within the business.
- 6) We have assessed risk to our current service levels and the need to bring forward shipments from Suppliers thus ensuring minimal business disruption to our Customers.

Currently we believe the main risk to our service levels is

- A lack of understanding by suppliers when shipping product into the UK
- The possibility of temporary backlogs at sea and airports in January 2021. To minimise the risk of disruption to your business we would like to advise you of the following.

1) As stated in our standard terms and conditions our prices may increase to reflect tariff, freight or foreign exchange increases as applicable.

2) We would encourage you to place orders as early as possible to mitigate any disruption that may be caused by Brexit in January.

The government have released guidance on trading with the EU in 2021 which can be found here:  
<https://www.gov.uk/transition>

We would urge all customers to review the information contained here if they have not done so already.

Thank you for your ongoing custom and we look forward to continuing to work closely with you



R. HOPE

Quality & Export Manager

Date: 16<sup>th</sup> November 2020

