

September 1, 2022

**Freight and Surcharge Notification**

Effective October 3, 2022

On behalf of the entire SurfaceWorks team, I would like to thank you for your continued loyalty and support. We appreciate your business and will always find ways to continue to provide you with the highest quality products and services our industry has to offer.

There have been a number of events that have directly and indirectly impacted our industry and economy. We continually strive to successfully mitigate the effect internally through a series of increased plant efficiencies and other cost down measures. Despite our best efforts however, we can no longer buffer our valued customers from these rising costs.

This letter serves as notification of a change on our current freight terms and surcharge.

FREIGHT TERMS

**Effective Monday, October 3, 2022, our freight terms will have a threshold of \$5,000 List.** Orders under this threshold will be charged **\$175 Net.** In summary:

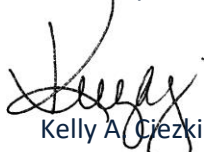
- New Threshold = \$5,000 List.
- New Freight charge = \$175 Net on orders under \$5,000 List.
- Orders over \$5,000 List = no freight charge.
- The above modifications are in effect for all new orders received on or after October 3, 2022.

SURCHARGE

The surcharge rate will increase from **7% to 10%**, and applies to orders received on or after October 3, 2022. This surcharge applies to all SurfaceWorks products. Applying a surcharge affords the flexibility of removing and/or adjusting when and if costs begin to normalize.

We are confident that you will find our pricing even in light of the freight and surcharge modifications to be quite reasonable and competitive. If you have any questions or concerns, please don't hesitate to contact me.

Sincerely,



Kelly A. Ciezki  
Operations / Contract Manager  
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