



To: Signet Business Partners  
Date: March 16, 2020  
Subject: UPDATED: Important Information for All Signet Support Center Visitors

Dear Signet business partners,

As we wrote earlier, the safety of our team members around the world is, and has always been, our first priority. The coronavirus (COVID-19) has likely had an impact on all of us in some way, and we continue to monitor this evolving situation closely.

Informed by guidance from federal and state authorities, we continue to be prepared to make real-time decisions for the well-being of our team members. We want you to know that we have been taking additional steps to minimize the impact of COVID-19, and that's why we're writing to you again today.

***Beginning Tuesday, March 17<sup>th</sup> through Monday, March 30<sup>th</sup> Signet Support Center team members will be working remotely as positions allow. In addition, Signet offices are no longer allowing visitors into the Support Center buildings beginning Tuesday, March 17<sup>th</sup>. During this period, your Signet business partner will remain accessible to you for work-related matters through telephone, email, and other electronic communications.***

If you have any questions about the guidelines above, please contact your Signet business partner for more information.