Unit 16D, Unity Road Lowmoor Business Park Kirkby-in-Ashfield Nottingham, NG17 7LE

Tel: 01623 751515 Fax: 01623 753167

31/03/2020

Dear Customer,

Email: Enquiries@moontown.co.uk

Web: www.moontown.co.uk

Please note our facilities are now on skeleton staff due to a Covid-19 government advised lockdown. Emails are being monitored and will be responded to as soon as possible.

Please be aware, there will be no manufacturing or shipping of non critical orders until the government has lifted the restrictions of the lockdown.

For any urgent matters, please contact Lisa Proctor on +44 (0) 7800 913967.

At present, Nottingham has the highest Covid-19 related death rate outside of London. As Moontown's facilities are situated in Nottinghamshire, we have made the difficult, but absolutely necessary decision to reduce numbers in the factory to ensure the safety of our staff and their families.

We apologise for any inconvenience, and thank you for your understanding at this difficult time.

Stay safe.

Kind regards,

Lisa Proctor

**Managing Director**