

DON-JO MFG., INC

November 16, 2021

Dear Valued Customers,

Due to the unprecedented surge in pricing across all facets of our business we are, regrettably, forced to join the other industry manufacturers and implement a 12% surcharge effective December 13, 2021. Beginning on that date all quotes, sales order acknowledgements and invoices will have a line item marked "Surcharge" added after the last line item reflecting this cost. Any applicable freight charges will not be subject to the surcharge.

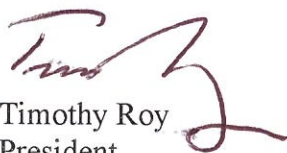
Please note, as always, all online orders will still receive an extra 3% discount off the order total (less freight). This does apply to the surcharge, reducing it to only 9%.

We will continue to strive to offer you the most complete, competitively priced line of Architectural Hardware and Accessories available. We look forward to the time we are able to reduce and eliminate this charge as the factors causing these dramatic cost increases abate.

Please feel free to contact us here at the factory or your sales representative with any questions or concerns you may have.

As always, we appreciate your business and look forward to earning more of it in the future.

With Regards,


Timothy Roy
President