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March 31, 2020

To Whom it May Concern:

Amid the COVID-19 pandemic response, many local governments are issuing “stay at home” orders with exceptions only being made for “essential businesses”— generally being defined as those industries and types of work whose incapacitation or destruction would have a debilitating effect on security, economic security, public health or safety, or any combination thereof.

Toyota Material Handling (TMH) located at 5559 Inwood Drive; Columbus, Indiana is the OEM for Lift Truck Supply, Inc.. **TMH is an Essential Business pursuant to Section 14 (u) of the Indiana State Executive State of Indiana Department Directive for Hoosiers to Stay at Home, Executive Order 20-08 (the “Order”).**

TMH manufactures material handling equipment for use in critical industries so therefore DEALER (Lift Truck Supply, Inc.) is also an essential business. In addition, the US Department of Homeland Security, Cybersecurity & Infrastructure Security Agency (CISA) has issued a Memorandum on Identification of Essential Critical Infrastructure Workers During COVID – 19 Response, which was updated on Monday, March 23, 2020.

This new version includes language for our industry under the “critical manufacturing section.” **This guidance document classifies forklift manufacturers, dealers, sales, repair, replacement parts distribution, rental and service facilities to be considered essential operations.**

[NOTE FOR DEALER: While not all states reference the CISA guidance, most do. Pennsylvania being one exception.]

Therefore, we qualify as Essential Businesses and Operations, and **the person in possession of this letter is engaged in Essential Travel.**

Jeff Rufener
CEO & President
Toyota Material Handling