



556 South Coppell Road Suite 100 Coppell, TX 75019

Dear Valued Customers,

March 17, 2020

The Covid-19 pandemic is quite fluid. We are continually monitoring it, and rest assured that Valentine Premier Construction, LLC (VPC) has implemented the latest CDC guidelines to ensure the safety and well-being of our customers, VPC employees and sub-contractors.

We are disinfecting our office and vehicles and minimizing our exposure as we conduct most meetings virtually via phone or videoconference if desired. Presentation materials, including all submittal documents and samples, are being handled with care if physical drop off is necessary. Our residential, commercial and multi-family inspections can be performed with or without your attendance.

Additionally, VPC will keep you up to date on progress of your projects by deploying "social distancing" and electronic communication. Furthermore, all inspection and job progress reporting will be performed individually by VPC to allow you to socially distance yourself from the process.

As outlined above, ensuring the safety and well-being of our VPC team members and customers is paramount in our daily process at VPC. Should you have questions or concerns, please contact VPC at 972-538-4400 and we will be happy to discuss your needs.

VPC has shared the following guidelines with our team members and now provide them to you if you desire to implement them in your home or workplace.

CDC Recommendations

[https://www.cdc.gov/coronavirus/2019-ncov/index.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2Findex.html](https://www.cdc.gov/coronavirus/2019-ncov/index.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2Findex.html)

World Health Organizations Recommendations

[www.who.int/health-topics/coronavirus](http://www.who.int/health-topics/coronavirus)

OSHA Recommendations

[www.osha.gov/SLTC/covid-19/](http://www.osha.gov/SLTC/covid-19/)

As the 2020 Spring storm season approaches, we will be subject to severe storms as usual in North Texas. Our team is prepared and ready to assist you. While we cannot solve the Coronavirus pandemic, we have implemented all recommended procedures to ensure your safety.

Thank you for your business! VPC always looks for the best way to service our customers and we look forward to being here for you if the need arises.

Sincerely,

John Valentine  
President / CEO  
Valentine Premier Construction, LLC  
972-538-4400 / work  
214-674-8596 / mobile  
[john@valentinepremierconstruction.com](mailto:john@valentinepremierconstruction.com)