



## **Response to Coronavirus COVID-19**

At Paramount Centre, the safety of our customers and employees is always foremost on our minds. As communities continue to feel the impact of the coronavirus (COVID-19), we want to share with you the steps we're taking to help protect the health of our customers, employees, and communities.

We're closely monitoring local and national reports on the evolving impact of COVID-19. Based on guidance from the Centers for Disease Control (CDC), the World Health Organization (WHO) and local public health agencies, we've established a response team to act quickly and effectively.

As an immediate step, we increased our cleaning and disinfecting efforts — frequently disinfecting often-touched surfaces such as counters, chairs, phones, door handles, keypads, restroom surfaces, etc. We temporarily shut down our coffee, tea and water service as an extra precaution. Additionally, we plan to temporarily close and clean if an infection occurs with one of our employees and/or within our facilities to ensure our customers and employees are protected to the best extent possible. Finally, we ask all of our employees and customers who show symptoms or come into contact with infected individuals to stay home and follow the CDC guidelines to prevent the spread of the infection.

At this time, Paramount Center is open for business and our Estimators, Office Staff and Repair Technicians are available to provide the world-class service you expect from Paramount Centre Collision Services.

All of us at Paramount Centre feel deeply for those who have been impacted by this outbreak. We value your business and plan to take all necessary steps to ensure our buildings are exceptionally clean and sanitary. Again, the health and safety of our customers, employees and our communities are a top priority and we're committed to doing our part to help keep you safe.

Thank you,

Mike and Russ

[info@paramountcentre.com](mailto:info@paramountcentre.com)

### **PARAMOUNT CENTRE COLLISION**

6005 12TH STREET EAST FIFE, WA 98424 ▪ PHONE: (253) 896-4400 FAX: (253) 896-1333

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