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September 25, 2018

Dear Valued Customer,

Thank you so very much for your ongoing support of The O'Dell Corporation. We remain extremely grateful for your loyal commitment to our company and continue working tirelessly everyday to prove ourselves to be your best choice when it comes to our product category.

We have continued working diligently to keep costs down but as the year has progressed operational expenses have continued to rise. While unemployment is at a record low wages are reaching new highs. In the face of such great employment opportunities we all must adequately compensate our workforce in order to retain them. Continued driver shortages and rising fuel prices are resulting in ever increasing freight expenses. Like us, our suppliers are affected by these circumstances and we've experienced increases on raw materials as well. On top of this, like all US businesses, we are caught in the crossfire of the current trade war. In particular, plastic and metal products coming from China. As a result, The O'Dell Corporation will be implementing an 11% increase on all plastic and metal products originating from China and a 6% increase on all products not effected by the tariffs.

Enclosed you will find a listing of these products. We have indicated both your current cost of these goods as well as the new cost after November 1 adjustments. If you have any questions or concerns regarding this matter, please feel free to contact us. Once again thank you for your continued support of O'Dell and we look forward to all future endeavors

Sincerely,

A handwritten signature in black ink that reads "Timothy A. Hodges".

Tim Hodges  
Executive Vice President

**Performance Driven Cleaning Products**