

## COVID-19 Response and Action Plan

At Yellowhead Storage we are dedicated to the Health and Safety of all our employees and clients. With the recent events surrounding Covid-19 we have taken some extra precautions to ensure the health and safety of everyone who enters our building.

Understand the symptoms:

- Fever
- Cough
- Difficulty Breathing
- Pneumonia in both lungs

We ask that if you have been feeling ill, have symptoms of Covid-19, have been in contact with someone who has or shows symptoms of Covid-19 or who has travelled recently to please avoid coming into our office at this time. We have many options available for making your monthly payment out of the office:

1. Over the phone with a Credit Card
2. Online Payments with a Credit Card
3. Interac E-Transfer
4. Direct Withdrawal
5. Mail in a cheque

For those that do need to come to our office, we will be disinfecting all surfaces on a regular basis and between in-house clients. We will also be disinfecting the entry/exit keypads regularly. We still, however, recommend washing your hands upon entering and exiting the building.

Yellowhead Storage is following the advice of Public Health Agency of Canada and Alberta Health Services. We continue to monitor the situation and will follow any other advice given by the Government. Our staff will work diligently with you to ensure everything is taken care of during this time of crisis.

We thank everyone for their co-operation during this time.

