



January 26, 2022

Dear Friends and Valued Customers:

We are all experiencing multiple changes and disruptions in our businesses and are adjusting accordingly. Currently we are facing increases in both transportation and production costs. Because of these events, NDI will be adjusting pricing while maintaining our dealer's competitive advantage in the office furniture market.

Our domestic and overseas suppliers have all been affected with material shortages, shutdowns, labor shortages, and transportation disruptions. We at NDI are working closely with our partners to obtain the best service, product quality, and availability that we can possibly negotiate. In some cases, we have procured manufacturing from new locations in order to maintain our customers competitive place in the market.

We do expect our inventory availability to significantly increase in the coming months and look forward to continuing to serve you in 2022.

The new prices will take effect Monday, February 14, 2022, with our normal accommodation for previous quotes that our customers have made to their clients prior to these changes.

Wishing all a happy and profitable new year.

A handwritten signature in black ink, appearing to read "Jimmy Green", is positioned above the printed name "Jimmy Green".

Jimmy Green