



630 Freedom Business Center Drive  
3<sup>rd</sup> Floor, Suite 300  
King of Prussia, PA 19406

June 23, 2020

To all our valued business associates,

Shawnee Chemical Company is pleased to inform you that we are relocating our company headquarters from the current Princeton, NJ location to King of Prussia, PA. The new address is above. The company phone number remains the same – (609) 799-3930. Also, all other contact info, email addresses, etc. remain unchanged. Please note that our remit to address for invoice payments is unchanged.

As many of you know, I live in the Main Line Philadelphia suburbs near King of Prussia. So does Lucas Shaffchick, our Director of Sales and Customer Service, and Aly Peters, our Customer Service Manager. Phil Scopelitis, our VP and CFO also now lives in Pennsylvania. This move makes a lot of sense. The office will be much more convenient for the majority of our employees.

The effective date for this move is July 1, but we have already shut down the Princeton location and are in the final stages of setting up the new office. Please change your internal systems to reflect our new address.

We wish all of you the best during these trying times. Stay safe, stay well!

Best regards,

A handwritten signature in black ink that reads "David Peters". The signature is written in a cursive, flowing style.

David Peters  
President  
Shawnee Chemical