

September 4, 2019



SAALFELD SUPPLIER NOTIFICATION

Dear Saalfeld Supplier:

At Veritiv, we are dedicated to providing best-in-class service to our customers and suppliers while fulfilling our corporate values of *Customer Focus* and *Operational Excellence*. As part of the ongoing strategy development for our Facility Solutions business, we have determined that our Saalfeld re-distribution business is a channel that is not aligned with our long-term strategy. After a thoughtful review of many factors, we have made the strategic decision to discontinue the Saalfeld-branded channel.

Facility Solutions remains a core business for Veritiv with a strategy to be a solution-oriented partner for customers that require product expertise, process optimization, consistent service, and large-scale supply chain capabilities. We will continue to provide a full range of products for Facility Solutions customers in the towel and tissue, food service, and cleaning and maintenance segments.

We are advising our Saalfeld customers to continue to place orders as they do today until further notice, and we will work with them to sell our remaining inventory that is specific to the Saalfeld channel. This decision does not affect our Facility Solutions sales outside of Saalfeld, nor does it affect our Fordis redistribution business in Canada.

This decision may lead to changes in our purchase volumes for certain lanes in our network. Our Category Management and Supply Chain teams will work with you to identify any required changes relating to our inventory replenishment strategies. We are committed to ensuring a smooth transition and keeping you updated as we progress through this process. Please contact your Category Management team representative with any questions.

Thank you for your continued support.

Sincerely,

Steve DeVoe
Vice President and Business Manager
Facility Solutions