



Dear Valued Supplier Partner,

I want to update you on a decision we have reached on Christmas gifts for our team members this year.

It has been a very difficult year for everyone and we really do appreciate the messages we have received so far asking for guidance on this topic.

Traditionally, as you know, we pool our supplier gifts and hold a Christmas raffle, with all proceeds going to charity.

We really want to continue in the same spirit of sharing this year and, as such, would ask that you provide a donation to the charity of your choice rather than send gifts to our team members.

The unnecessary risk involved in team members accepting them centrally is not palatable for us and sending them to team members' homes is not aligned to our gifting policy.

I hope you understand why this is our chosen path to follow in this exceptional year and we appreciate any donations you do choose to make to a charity on our behalf.

Attached please find our updated TWG Buyers Contact list. Please feel free to send any required amendments to Elaine du Toit or your Contact Person on the list to update.

I would like to wish all of you a successful Christmas trading period and hope that you manage to share some special time with your families too.

Regards,

A handwritten signature in black ink, appearing to read 'Jenny Epke'.

Jenny Epke

Chapter Area Lead Buying and Design



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