

# WV Fence Corp dba MAX-FLEX Open for Business

## New Operational Guidelines

**(temporary procedures which may be changed at any time)**

WV Fence Corp. are deemed as an Essential Business and Operation, EB&O, pursuant to WV Executive Order No. 9-20, effective at 8:00 PM on March 24th, 2020, by Governor Justice. These services include products relating to agricultural like fencing and equipment for animal control and feed and nutritional products and materials.

As commercial shipping companies are also EB&Os, WV Fence may accept parcels for UPS shipping services. Call 304-753-4387 to see if it will be available to you when you wish. The customer must read and state agreement to accept the WV Fence Corp terms of shipping service and provide a complete "ship to" address and other information including payment details if service will be available.

### **Only Phone and Email Orders and Outside Pick Up or Commercial Shipping**

WV Fence is operating a version of "Drive Thru" for local customers until further notice.

### **These Procedures Are Effective Immediately:**

- **THE FRONT COUNTER OFFICE IS CLOSED. NO ORDERS TAKEN IN PERSON.**
- **PLEASE CALL OR USE ONLINE ORDER FORM FOR ALL ORDERS**  
**Call 304-753-4387**
- **Customers must call before coming to pick up an order** to verify that the order is ready.
- **Customers are to remain near their vehicles** and one of our employees will assist you. Please do not walk around the premises or into the buildings. This is to protect you as well as employees. Customers are not allowed in the office. The doors will be locked.
- Customers are not to enter the warehouse areas.
- Restrooms will be restricted to employee use only.

We look forward to servicing you in person again and we kindly ask you to respect these temporary guidelines to comply with WV State Orders intended to protect customers, employees, and the larger community during this time.