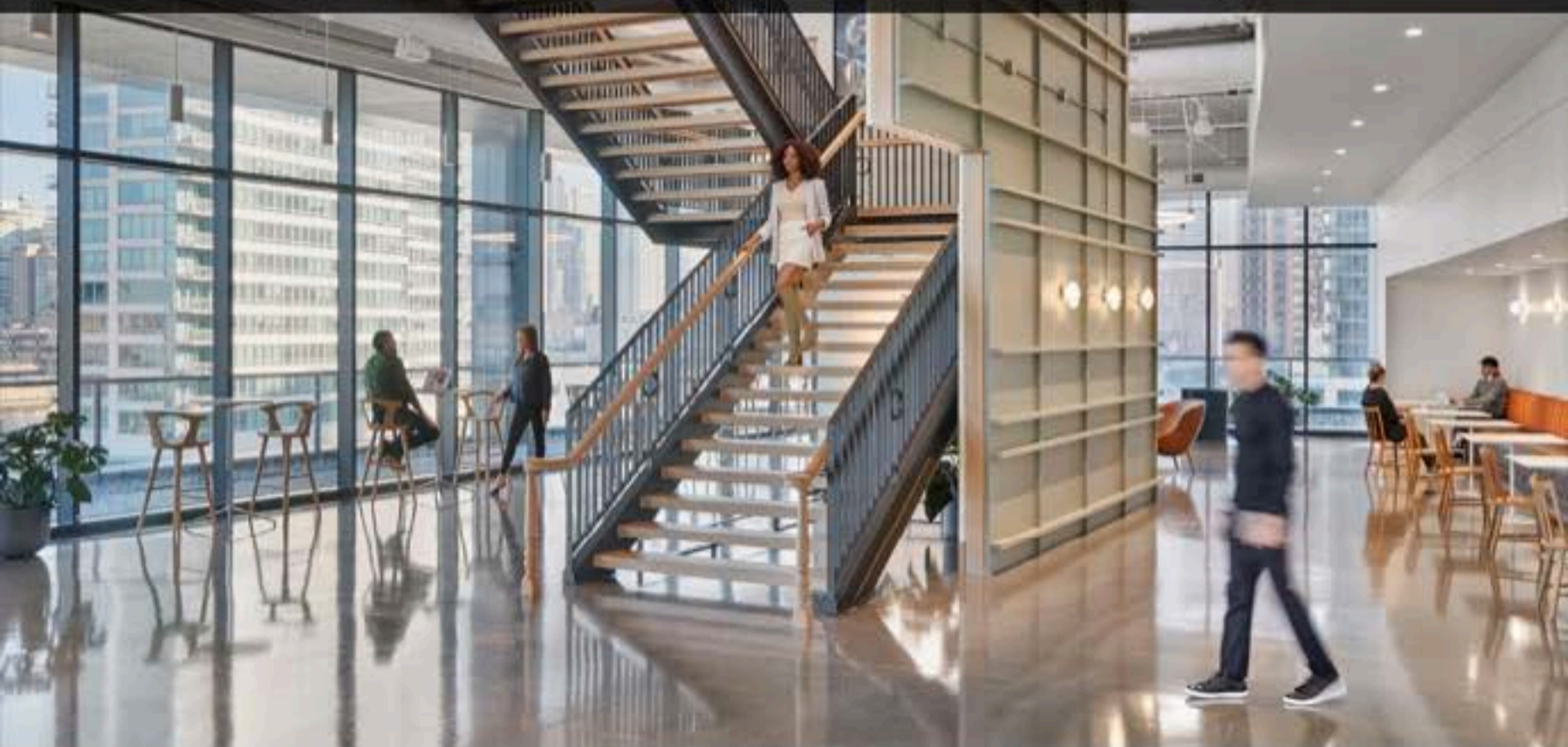


convene

Updated COVID-19 Safety Measures



Alongside our valued clients and members, we have been closely monitoring the ongoing events around COVID-19 and the Delta variant in the communities we serve. We appreciate the trust you put in our teams to deliver the best-in-class work experience across all of our physical, virtual, and hybrid solutions.

In line with our mission to provide premium and safe work environments, Convene is updating our on-site COVID-19 safety measures. **Beginning September 13, we will require proof of vaccination status for all employees, clients, members, and guests who visit us at any of our physical locations.** If you start the vaccination process by September 13 and can show that you had at least one shot, then you will be permitted to enter Convene.

By October 4, we will require proof of full vaccination status. At that point, you will need to show that you had the full dose as recommended by the vaccine manufacturer and it has been at least 14 days since your last shot.

Health and wellness are a key part of the Convene experience. We made this decision after consulting the guidance of the CDC, our healthcare partners at Eden Health, and the government entities at the local and federal level. This also builds upon the COVID-19 Operating Standards and Safety Protocols we released last year, which were endorsed by Ron Klain, President Biden's Chief of Staff.

"As more people are vaccinated, the risk of this virus continuing to evolve will decline. I look forward to seeing the benefit of health, and freedom from the impacts of this virus, return to our communities. And to do so, we must use all the tools we have available to keep ourselves and families safe," says Talia Poy, Eden Health, Nurse Practitioner and COVID Clinical Specialist

In the coming days and weeks, we will publish additional, detailed guidance and educational resources to support this on-site vaccination requirement. We will continue to prioritize your safety and peace-of-mind at our physical locations, and offer the virtual and hybrid options necessary to be inclusive of all members of our shared community.

Thank you for your continued partnership.

Sincerely,

Amy Pooser
Global Chief Operating & Chief People Officer