



*The Sunny Brook Ballroom*

Dear Valued Guest,

On March 11, the coronavirus, also known as COVID-19, was officially designated a pandemic by the World Health Organization (WHO). Unfortunately, Montgomery County has become the epicenter of the virus in Pennsylvania. On March 16<sup>th</sup>, national guidance was issued for group gatherings across the United States, with the updated recommendation of having no more than 10 people together at a time.

Due to this situation, SunnyBrook staff will be working from home during this crisis. We want to reassure all SunnyBrook guests that we will be available to provide support and guidance with your event. In accordance with Pennsylvania Governor Tom Wolf's declaration that all non-essential businesses be closed until April 6<sup>th</sup>, all events that were to be held between now and then will need to be rescheduled to a later date. Our staff will be available to help you with rescheduling. As of today, we anticipate reopening on the 6<sup>th</sup>, however there is a chance the mandate will be extended.

I want to personally guarantee our guests that we are staying on top of the situation and will remain laser focused on providing you the highest level of support during this difficult time of uncertainty.

**For sales and guest support please call 484-300-4681.**

Sincerely,

*Chuck Gulati*

Chuck Gulati  
President  
SunnyBrook LLC.

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