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**WOLVERINE  
REAL ESTATE  
SERVICES, INC.**

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SUITE 305  
HUNTINGTON WOODS, MI  
48070

PHONE:  
(248) 586-9779

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**NOTICE OF WORKER NECESSARY TO CONDUCT MINIMUM  
BASIC OPERATIONS**

To Whom It May Concern:

On March 23, 2020, Governor Whitmer issued Executive Order 2020-21 (the "Order"), which mandates employers who conduct operations requiring workers to leave their homes to cease operations except to the extent that those workers are "strictly necessary to conduct minimum basic operations." This letter is to inform you that WOLVERINE REAL ESTATE SERVICES ("Company") requires JENNIFER SMITH to report to work because JENNIFER SMITH's presence is strictly necessary to allow the Company to conduct minimum basic operations as defined in the Order.

This letter verifies that JENNIFER SMITH normally works weekdays between 7:00 am and 3:00 pm and, until the Order is rescinded, may be called upon to work other hours of the day to conduct the Company's minimum basic operations as defined in the Order. As an employee necessary to conduct minimum basic operations, this employee is permitted under the Order to travel to and from work for the duration of the Order. If you have any questions, please contact the Company's Human Resources Department at (248) 586-9779.

Sincerely,

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MARK DORCHEN, PRESIDENT  
WOLVERINE REAL ESTATE SERVICES

*Our service makes the difference*