

Fund Participants and Employers:

As the Coronavirus COVID-19 pandemic has progressed, the Fund office has been monitoring the situation closely and looking to federal, state, and local health departments for guidance. The Fund is committed to doing our part to limit the spread of the virus and we remain dedicated to the health and well-being of our employees. Our highest priority is to provide excellent service to the participants that depend on us, while still ensuring the safety of our employees.

Accordingly, we have made the difficult decision to temporarily close the Fund office in Kensington, Maryland. We see this temporary change in our operations as a prudent preventative measure to help protect our employees and the greater community as a whole.

The Fund has taken the necessary actions to assure that critical functions will be uninterrupted during this temporary closure. Pension payments will be deposited as scheduled. Health benefit eligibility calls will be routed to the appropriate personnel, who have access to our benefits system.

As always, all of the Fund's standard forms are available for download on our website at: <http://www.bctrustfunds.org/documents.html>.

We will reopen as soon as we possibly can. Thank you for your understanding.

Sincerely,

The Fund Office