

November 14, 2023

## **Important Pricing News from The HON Company**

Dear Adam Putz,

We sincerely appreciate your ongoing partnership with The HON Company.

Looking ahead to 2024, The HON Company is focused on enhancing our fulfillment capabilities to offer you more flexible options and faster delivery for your customers. Together, we will make 2024 a successful year.

To align with our ongoing business investments, rising energy costs, and continued wage pressures, we will be making a modest adjustment to our prices. Effective February 15, 2024, an average 3.0% price increase will be implemented for HON products ranging from 3% to 15%.

To qualify for current pricing, including bids, orders must be received by February 14, 2024 at 4:00 PM CST and ship with the best available date. Orders received after February 14, 2024 at 4:00 PM CST will be processed with the updated pricing.

Digital Pricers will be available by January 15, 2024 on hon.com. Updated pricing will be accessible for all specification tools by the dates outlined in the table below. You may reach out to <u>GeneralSupport@hniworkplacefurnishings.com</u> with general questions.

Specification Tool	2/1/24 Price Zone 1 Quoting Available	Update Options
Configura CET	12/22/23	New pricing will update automatically
ProjectMatrix	12/22/23	Users will receive a notification to install catalog updates using the sync function
Hedberg	12/22/23	New pricing will update automatically
2020 CAP Giza	February DVD (online by 12/22/23)	Log in to the 20/20 website to locate, download, and install pricing update*
Kits Collaborator	12/22/23	Users will receive a notification to install catalog updates using the sync function

<sup>\*2020</sup> Content Downloader will not automatically install the HON Pricing Update as it becomes available 12/22/23. To access immediately, 2020 users will need to log in to their Cyncly account via 2020spaces.com, navigate to the manufacturer download page, and manually install the Post-December Release to admit 2/1/24 Pricing.

Sincerely,

Jim Foster

VP & GM, Commercial Operations