

## Paper Supply Update

As paper manufacturers continue to shut down machines, close mills or convert paper machines to manufacture different type products throughout the US, the availability of all types of paper is challenging organizations to conduct business differently, including Western States. We have experienced longer lead times with all our paper lines, but particularly with our Western Sulphite, Roptex and Velpine paper grades.

Our paper inventory is stressed further by the fact that we are currently increasing our inventory of stock products in preparation for a busy fall/early winter. Additionally, while we may get our mill orders filled within the quoted lead time, carriers are experiencing driver shortages, causing delayed deliveries and as a result, delayed production.

How can we work together to ensure your jobs are produced on time?

- Keep an open line of communication with your sales representative and/or customer service representative regarding upcoming opportunities so they can ensure that paper is on hand when you need it.
- Be as complete and accurate with information about your paper needs. This helps us source the best stock for your jobs.
- Communicate changes regarding on-going job quantities if they have either increased or decreased since the order was first placed.
- Be flexible with your paper options. While all paper options are tight, we may have a very similar stock on the floor at the time of your order that will work just as well.

While Western States has strong, long-standing relationships with our mills, it is never too early to let us know if you have a major project on the horizon. With a little planning and a lot of communication, we will work with you to limit the effect of the current paper supply challenges on your upcoming jobs.