



North Carolina Department of Revenue

Roy Cooper
Governor

Ronald G. Penny
Secretary

April 23, 2020

Jordan Driving School of the Carolinas, Inc.
P.O. Box 143
8145 Main Street
Vanceboro, NC 28590

To Whom It May Concern,

It has come to the Department's attention that it errantly informed you that your business does not constitute an essential business for purposes of Executive Order No. 121 issued by the Governor of North Carolina. After carefully reviewing your application, the Department has determined that it is in the best interests of the State for your business to continue operations in order to properly respond to the COVID-19 pandemic. Therefore, the Department grants your request and hereby designates your business essential. Your business may continue to operate in accordance with the terms and conditions in Executive Order No. 121 applicable to COVID-19 Essential Businesses and Operations, including the requirement that employees be directed to work from home or telework to the maximum extent possible.

To the extent your business sells goods or services at retail, then your business also must adhere to the following Additional Social Distancing Requirements in Executive Order No. 131:

- a. the Emergency Maximum Occupancy restrictions;
- b. the Social Distancing Markings requirements; and
- c. the Cleaning and Disinfection requirements.

If your business sells goods or services at retail, it also is strongly encouraged that you adhere to the Recommended Policies for Retail Establishments in Executive Order No. 131. If your business sells goods or services at retail and cannot operate in accordance with the Additional Social Distancing Requirements in Executive Order No. 131, your business must cease operations until the Executive Orders are no longer in effect.

This letter solely addresses whether your business qualifies to continue operating under Executive Order No. 121. Under the Executive Order, local governments are authorized to establish more restrictive standards governing the operation of businesses during this public health emergency. It is your business's responsibility to ensure that it is entitled to operate under any

applicable local ordinance. It is also your responsibility to obtain and maintain any other federal, state, or local licensure or certificate required to operate your business.

Sincerely,

Ronald Penny
Secretary
North Carolina Department of Revenue

cc:
Andrew Kasper, General Counsel