



US Headquarters  
1000 N. Main Street  
Mansfield, TX 76063  
USA  
(817) 804-3800  
[mouser.com](http://mouser.com)

June 1, 2021

MEDC Board of Directors  
C/O Laurie Fleiner  
Via email

RE: Certificate of Occupancy Extension

Dear Board Members:

I am writing to ask for an extension for obtaining our Certificate of Occupancy to satisfy the requirements of the Economic Development Agreement for the Mouser Electronics, Inc. Customer Service Center. Per the agreement, the CO was due March 2020. The CO was actually received in November 2020.

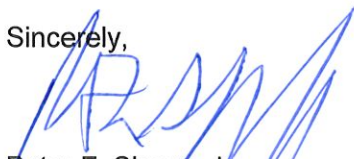
There were several reasons this project was delayed and we were unable to meet the deadline:

- A. Unanticipated delay at start of construction to obtain necessary permits
- B. Weather delays
- C. Added scope /change order work throughout construction. The main culprit being the crosswalk and signals added on Mouser Way working jointly with City Engineers. The crosswalk was issued as part of this permit
- D. Supply Chain and labor delays due to COVID 19

We have already met the investment and employment requirements.

Thank you for your consideration of our request. Feel free to contact me with any questions.

Sincerely,



Peter F. Shopp, Jr.  
SVP, Business Operations.

[pete.shopp@mouser.com](mailto:pete.shopp@mouser.com)  
817-804-3604 (direct)