



November 2020

Dear Valued Supplier:

AbbVie combines advanced science, expertise and passion to solve serious health issues and have a remarkable impact on people's lives. We wish to thank you and each of the members of your organization for your outstanding support in working alongside us as we work to achieve these important goals.

As we move forward, we continue to build upon our values, commitment for excellence and high ethical conduct that made these achievements possible. Our behaviors feature the highest ethical standards of honesty, fairness and integrity. Our reputation and ability to succeed depend on these behaviors.

The holiday season is upon us and we would like to remind all of our partners that AbbVie employees "shall not accept or provide (directly or indirectly) gifts, prejudicial discounts, payments, fees, loans, entertainment, favors or services from any person or firm, which may influence favors or services from any person or firm, which may influence or give the appearance of influencing purchasing decisions." In keeping with our high ethical standards, we would appreciate it if you would not offer any form of gift or other benefit to our employees. This policy allows for quality and equity in all business transactions, and it is a policy we expect our employees and suppliers to support.

Thank you for a great 2020 and we are looking forward to working together in the future.

Please visit our AbbVie website at:

<http://www.abbvie.com/content/dam/abbviecorp/us/desktop/responsibility/responsible-business/supply-chain/AbbVie-Supplier-Code-of-Conduct-Brochure.pdf> to view our [Supplier Code of Conduct](#).

Wishing you and your families a safe and prosperous holiday season!

Sincerely,

A handwritten signature in black ink that reads "Terry Simmons".

J. Terry Simmons  
Vice President

Purchasing and Supplier Management