



# **We are being proactive to keep everyone safe and healthy**

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Your safety and health are our top priorities along with our employees here at Old Republic Title. Here are some things we are doing to promote everyone's safety and comfort throughout the closing process while we all maneuver through these circumstances.

- We are educating all of our employees about COVID-19 and reminding them to follow simple, but precautionary steps such as frequent hand-washing, using hand sanitizer and using wipes to keep their desks and office area clean.
- We have a business continuity plan in place to handle transactions in a timely manner.
- We clean our closing rooms after every closing.
- We use new pens after every closing.
- Documents will be emailed after closing instead of handling paper.
- We are encouraging our team members to take any signs of illness seriously and seek medical attention as needed.
- We offer mobile notaries as an option if you don't want to come to the office.

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**As always thank you for your business and trust in Old Republic Title!**

