



Committed to YOU!

THANK YOU FOR YOUR TRUST, PATIENCE, AND PARTNERSHIP DURING THIS CHALLENGING TIME.

 Fidelity National Title

IMPORTANT NOTICE TO SIGNING AGENTS AND CLOSERS: *Preventing Exposure to and Spread of Coronavirus (COVID-19)*

Your team at Fidelity National Title is committed to doing our part to protect the health and safety of our customers, employees, and independent signing agents during the novel coronavirus (COVID-19) outbreak. To that end, we are asking signing agents and closers to adhere to the following guidelines:

Do **NOT** accept or conduct a signing appointment if:

- You or anyone in your household are currently experiencing any cold or flu-like symptoms, such as fever, cough, or shortness of breath, or have experienced such symptoms within the last 14 days;
- You or a member of your household have been in contact with anyone who has tested positive or is suspected of having COVID-19 in the last 14 days;
- You have any reason to believe that you may have been exposed to COVID-19 while you were traveling domestically or internationally within the last 14 days ;

OR

- You are at higher risk for serious illness from COVID-19 (for more information visit: <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html>).

If you have already accepted a signing appointment and one of the preceding risk statements is true or becomes true at any point prior to the signing appointment, contact us directly.

If at any point you have any questions or concerns about the signing appointment, including concerns that arise upon arrival to the signing appointment, contact us immediately to discuss your concerns. We will then notify the lender of any changes to the signing appointment.

When conducting a signing appointment, use good hygiene and take preventative measures to protect yourself and protect others. We recommend that you:

- Follow prevention and preparation guidelines from the Centers for Disease Control and Prevention, which are available at <https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html>.
- Do not shake hands.
- Provide a new pen to each customer for signing documents and let the customer keep or discard the pen after use. Do not share pens.
- Unless signing in the customer's home, disinfect the closing table before the signing appointment (Disinfection guidance is available at <https://www.cdc.gov/coronavirus/2019-ncov/community/home/cleaning-disinfection.html>).
- Wash your hands before and after the appointment with soap and water for at least 20 seconds. If soap and running water are not available, use an alcohol-based hand rub that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Avoid contact with people who are sick.

Trusted everywhere,
every day.