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To our Valued Friends and Clients:

We are reaching out to inform you of the measures we at Capstone Title are taking to support the nationwide effort to stop the spread of COVID-19. We understand the government's recommendations for "social distancing" and take these concerns very seriously.

Our primary focus during this challenging time is to ensure the safety and health of our Capstone Title family and Austin-area community.

We also understand how important your transactions are to you and your clients, and to that end, these are the steps we have put in place to keep everyone safe and healthy:

1. As of now we are open for business and are doing closings in our offices
2. All conference room doors, tables and chairs are being sanitized between settlements
3. We have hand sanitizer available for use by all. Our closers will use it between each closing and offer it to all participants of the closing. For the safety of everyone we ask you to wash your hands or utilize hand sanitizer
4. Clients will be given a new or sanitized pen to use at settlement
5. We will not be scheduling any joint closing in order to limit interactions

We are monitoring the situation daily and keeping in contact with our local and national industry connections. Our plan is to stay open for business, but, should the situation change, we are prepared to work remotely and are able to offer Remote Online Notary (RON) closings through our e-closing platform.

As always, we are available for your questions and input.

Thank you so much for your continued support and friendship!

Stay safe and healthy!

Regards,

Brad