



Dear Valued Customer:

Landmark Title of Racine, Inc. is committed to maintaining a safe and healthy workplace for our employees and helping our customers to do the same. As such, we are closely monitoring the ongoing COVID-19 coronavirus outbreak according to the guidelines and recommendations of the [Centers for Disease Control and Prevention \(CDC\)](#). We want to share with you the actions we are taking to help protect our employees and customers.

We have advised our employees to follow the public health authorities' guidance regarding hygiene and personal travel, and we've reinforced our existing policy encouraging employees who exhibit flu-like symptoms to stay home and consult with a medical professional.

In addition, we have provided our office with hand sanitizer, disinfecting wipes and spray and other personal protective items as recommended by the Centers for Disease Control and Prevention (CDC).

We appreciate the trust that you place in Landmark Title of Racine, Inc. We will continue to closely monitor the situation and take actions necessary to help keep our employees and customers safe.