# WE'RE OPEN

## Re: California Governor Gavin Newsom lifts statewide"Stay At Home" order.



We are OPEN for business. We are strong and stable. We will give you the best services possible during these circumstances.

# IS THERE ANYTHING ELSE I NEED TO KNOW?

To adhere to the health guidelines outlined by the governor, Center for Disease Control, and county and state health departments, California Title Company has implemented the following:

• Our offices are closed to the public.

• Only employees are permitted inside our offices.

• All employees are to adhere to social distancing instructions to remain within 6 feet of each other to limit contact.

• All employees are to adhere to wearing a mask while in the workplace.

• All in-person meetings are to be held via telephone or video conference.

• California Title Company does not endorse in-person meetings or gatherings of any kind at this time.

• Our title representatives are working remotely and may be reached via phone, text, email, Facetime, Skype, and other modes of telecommunication.

We recognize these are strange times and take our commitment to the safety of our employees very seriously; while still understanding the needs of our clients. **As of now, we are open for business and can close transactions and process E-recordings,** but understand this is a fluid situation and we will update as necessary.

## CALIFORNIA TITLE CONTACT INFORMATION Los Angeles Office

100 N. First St., Ste. 404 | Burbank 818.382.9889 |titlela@caltitle.com

Orange County Office (Corporate)

28202 Cabot Rd., Ste. 625 | Laguna Niguel 949.582.8709 | titleoc@caltitle.com

#### San Diego Office

2365 Northside Dr., Ste. 250 | San Diego 619.516.5227 | titlesd@caltitle.com

#### **Customer Service**

Monday- Friday 8:30 a.m. - 5:30 p.m. 844.544.2752 | cs@caltitle.com

For more information in regards to these recent developments, please contact your California Title representative or title officer.

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