



### Covid 19 Update

Dear Friends,

In light of the current and evolving Coronavirus crisis we want to make you are aware of our policies and views on how we are dealing with what is a very fluid, critical and changing business landscape.

- Firstly, like you we continue to monitor and evaluate developments surrounding the Covid 19 pandemic.
- We are taking a pragmatic and measured approach based on the latest advice from public health officials and the Government with the health and welfare of our team and that of our clients' as our primary concern.
- We remain open for business and are happy to continue to meet our clients' needs, as required. Please be assured, we will follow the latest government advice on social distancing and interacting and as a consequence there will be a temporary change in how we interact with companies and our clients.
- With that in mind, as long as the advice from government and public health officials allows us to and companies are happy to receive us we can still attend company premises to conduct site visits and we will follow all the necessary current health advice to ensure our team and clients' staff are protected as best as possible.
- We will be pragmatic, flexible and assess each situation to ensure that our clients' needs are met without prejudicing the quality of our work. Most of our work is completed remotely, in any event, so we can undertake site visits at a later date, if required.
- Portfolios will no doubt be impacted by this crisis and we are available to reassess any collateral supporting asset-based facilities and provide on-going guidance and advice. So Please feel free to continue to "pick up the phone" to discuss any particular concerns or issues. We are confident that with our asset knowledge and expertise we can be supportive in an effective and positive manner.
- We will continue to monitor the situation closely and let you know if any particular issues of concern arise that we think you should be aware of.

We thank you for your on-going support and we wish you and your loved ones the very best at this challenging time.

Kindest regards,

A handwritten signature in black ink, appearing to be 'Gordon Titley', written in a cursive style.

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