

March 16, 2020

Reference: COVID- 19 (Coronavirus) Response & Management Plan

The health and safety of our team members, clients, partners and guests is our top priority. We are working closely with our parent company, Cox Enterprises, and public health officials to monitor COVID-19 developments and to take steps aligned with our business continuity plans to ensure workplace safety and maintain business continuity.

To organize our collective efforts, Cox Enterprises has formed a task force to monitor the latest information from the CDC and government officials so we can respond quickly. We are in close communication with our office locations and auction sites across the country, as well as national and local public health organizations, to stay updated on any developments that may affect local operations or any services for our clients.

Below is the current state of our operations:

- All services being provided to our clients are being closely monitored and assessed for any risk relating to the COVID-19 situation.
- Cox Automotive remains fully operational, and we have plans in place to minimize any potential business disruptions if a location is impacted.
- Cox Automotive has put in place several cautionary safety measures, including limiting non-essential team member travel and large group meetings, as well as implementing protocols for team members who may have traveled to, or had contact with, someone who has traveled to any of the CDC's Level-3 countries.
- We are reaching out to our critical third parties to obtain status on their ability to provide continued support of our business.

We value our relationship and thank you for your support.

Sincerely,



Kait Gavin
Vice President Operations
Registration & Title Solutions