



Member FDIC

Dear Customers:

We anticipate opening the UNB lobby to customers on a phased-in, limited basis May 26, 2020. We have taken the following steps to help ensure the safety of customers and staff:

1. We have installed glass shields at the teller stations to provide a barrier between customers and teller staff.
2. We will periodically disinfect customer accessible areas. Hand sanitizer will be available in several areas.
3. PPE-masks and gloves will be available for any employee who wants to wear them. Customers may wear masks but we ask that they remove hats and sunglasses upon entering the Bank.
4. Initially, lobby hours will be limited to 10:00am to 3:00pm M-F. Saturday access will be limited to Drive Thru and by appointment only, 9 am -Noon. For safe deposit access and meetings, appointments are encouraged.
5. No large meetings of over four people will be held.
6. A minimum of six feet distancing must be followed by customers and staff, whenever possible.
7. Customers should conduct their business but not loiter in the lobby or office areas.
8. We will continue to restrict access of visitors for non-bank related purposes.

As we monitor the situation, we will adjust either the schedule or requirements or both.

Thank you for your patience and consideration in this difficult time.

Todd Sutherland

President