

□
100 East Main Street
P.O. Box 99
Cyrus, MN 56323
Ph: 320.795.2562
Fax: 320.795.2520



□
410 3rd Street
P.O. Box 98
Fingal, ND 58031
Ph: 701.924.8824
Fax: 701.924.8827

□
10635 Tobys Ave SE
Alexandria, MN 56308
Ph: 320.763.7400
Fax: 320.763.7425

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116 Morton Ave
P.O. Box 5
Page, ND 58064
Ph: 701.668.2261
Fax: 701.668.2475

March 17, 2020

RE: Pandemic Preparedness

Dear customer,

Hometown Community Bank believes in proactively addressing the effects of the Pandemic event COVID-19 by implementing the following social distancing procedures. The purpose of social distancing is to reduce the frequency, proximity, and duration of contact between people to reduce the spread of contagious diseases.

We want to encourage our customers and employees to take safety measures as suggested by the CDC such as:

- Cover your mouth and nose when you sneeze and cough
 - Cough or sneeze into a tissue and then throw away; use your arm or sleeve to cover if you do not have a tissue
- Clean your hands often
 - Wash your hands with soap and water vigorously rubbing together front and back for 20 seconds. Or use alcohol-based hand sanitizers, rubbing hands until they dry.
 - Be especially aware of this measure when handling money/checks
- Avoid touching your eyes, nose and mouth.
- Stay home when you are sick and check with a healthcare provider when needed.
- Consider the risks of being in large crowds or gatherings of people of more than 10 people

For more information on COVID-19, including symptoms and treatment, visit the CDC website at www.cdc.gov

The following procedures will be posted at the main entrances to the Bank and are intended to protect our customers and our employees so we may continue to offer our services to you.

As of date, Hometown Community Bank continues to grant access into our buildings. However, the bank will continue to seek guidance from the CDC and state officials. If any of the branches should need to deny access in the building, the bank will remain open and arrangements may be made to set up an appointment.

In the interim, we would like to take this time to remind you of services the bank offers to reduce your need to leave your home.

1. If you are not signed up for **Online Banking** – now is a good time to begin. If you are already an online customer please utilize the service. New to online? Log into www.hcbmn.com to get signed up!

www.hcbmn.com

Locally owned and operated. 

As an online customer, you can:

- **Transfer money** between your deposit accounts;
- Pay your bills or individuals with our **iPay** service;
- *and most recently added* – **Mobile Deposit**. Make deposits into your checking or savings account by taking a picture with your smart-phone.

2. As a reminder, you may call the bank for transfers, etc. and use the **night deposit box** for basic deposit needs.
3. For banking needs requiring assistance, our Minnesota branches have **drive-thru window(s)**.
4. For basic withdrawals please use a PIN required **ATM machine**. On the bottom of this letter are locations of our ATM's in North Dakota – free for our customers who use their bank debit card.

You are a valued customer of Hometown Community Bank. We apologize for any inconvenience this may cause you and thank you for allowing Hometown Community Bank to service all of your banking needs. Please do not hesitate to contact the bank at any of the branch locations for assistance and information related to these procedures.

*At this time, there will be no handshaking or other physical contact during appointments.

*The enforcement of these procedures may vary with pandemic conditions.

Sincerely,

John A. Stellner
President
Hometown Community Bank
MLS # 422883

ATM LOCATIONS:

- **Hometown Community Bank** 116 Morton Ave, Page, ND
- **R & J's Front Page Lounge** 117 Morton Ave, Page, ND
- **Page Public School** 630 May Avenue, Page, ND
- **Fingal Roadhouse** 323 3rd St. Fingal, ND
- **Maple Valley Public School** 207 Broadway, Tower City, ND
- **McGuire's Pub & Grub** 120 1st Ave, Pillsbury, ND
- **Valley City Town & Country Club** 500 12th Ave. NE, Valley City, ND