

Memorandum

To our valued clients

We are in the midst of challenging times for our community and understand that the current situation as it relates to COVID-19 is of concern. We share that sentiment and are taking steps to ensure that we are meeting the needs of our clients and our employees during this time.

Please know that we remain focused on our fiduciary responsibilities to you as trustees and corporate service providers. We are closely monitoring the situation and are simultaneously implementing continuity plans to ensure the safety of our employees, play our part in slowing the spread of COVID-19, and avoid disruptions to our operations.

Moore Global Network recently encouraged businesses to employ work-from-home policies when possible. Should the need arise most of our employees will be working from home. At this point in time we will be moving all client meetings to phone or video calls. While we pride ourselves in our service to clients, we ask that you understand that it may take additional time to provide you with the service you have come to expect. We will continue to monitor the situation and adjust our operations accordingly. Please be assured that our commitment to servicing our clients and the safety of our staff is our highest priority.

If you have any questions or concerns, please do not hesitate to reach out to us.

Thank you for your patience and understanding.

Hamilton Trust Company Limited
International Managers Bermuda Ltd.