



AUBURNBANK

December 23, 2015

To: Our Approved Closing Attorneys, Closing Agents, and Title Companies,

As mortgage lenders we are required to ensure that companies we conduct business with adhere to ALTA Best practices 2.0. Under Consumer Financial Protection Bureau (CFPB) guidance, lenders are now responsible for ensuring their third party vendors are performing their duties and services in compliance with all applicable regulations, including but not limited to, the Truth in Lending Act, the Real Estate Settlement Procedures Act, the Financial Privacy Requirements of the Gramm-Leach-Bliley Act, and the USA PATRIOT Act.

AuburnBank believes adherence to the American Land Title Association (ALTA) Best Practices framework will assist in compliance with the CFPB requirements. Your adherence to ALTA Best Practices must be verified by an independent third party. AuburnBank will not accept self-certifications. More information regarding the certification process can be found at www.ALTA.org/bestpractices.

ALTA Certifications must be completed by March 31, 2016. Upon receipt, we will review your information and notify you of our acceptance of your certification.

We would appreciate your cooperation with this requirement; however, should you choose to decline certification, we may decline your assistance with these particular closing services. We thank you for your services in the past and look forward to working with you in the future. If you have any questions or need additional information, please contact us at altacert@auburnbank.com.

If you have already obtained a current certification, please forward your certification documentation to us at altacert@auburnbank.com.

Sincerely,

Shannon O'Donnell
SVP, Credit Administration