



Dear Clients,

While our office at 222 Bloomingdale Road is physically closed, it is otherwise business as usual at Benchmark Title Agency, LLC.

Our attorneys and staff are clearing files and remain accessible and ready to assist with your title insurance needs. Operations and accessibility remain unchanged, and you can reach our attorneys and staff via their regular e-mail addresses and phone numbers. We can conduct client meetings remotely and remain available for conference calls.

Closings can proceed in many instances, although there may be some limitations given the partial or full closure of various County Clerk and municipal offices. For everyone's safety and well-being, remote closings are available and encouraged. And thanks to Executive Order No. 202.7, remote notarization is now available in New York State, and we are pleased to offer it to you.

Benchmark is still processing new title applications, but we must advise that the closure or diminished hours of County Clerk, City Register, and Town and Village offices may delay or otherwise hinder some orders, including title and tax continuation searches. Even the offices that remain open will be operating with a "skeleton staff", and in some instances will bar access to the public, thus adding further potential delays in the search process. Accordingly, although in person searches are unlikely for the foreseeable future, we will still be able to search the counties with on-line access. We will continue to monitor and update you on these closures and their impact on your transactions. For your reference, please visit our website at www.Benchmarkta.com to see the list of all Cities/Towns/Village AND County Clerks and the status of their offices; this list will be updated daily.

As these closures create an extended and potentially unknown "gap period", our underwriters have promulgated (and will continue to promulgate) a variety of guidelines that not only facilitate the continuity of closings and title insurance, but will, in many instances, enable us to provide the standard and expected "gap coverage".

The Benchmark team thanks you for your patience and understanding as we operate in this evolving landscape.

As always, should you have questions, please contact the attorney or staff member assigned to your file. Of course, you can always reach Jean Partridge at (914) 250 – 2404 and Thomas N. DeCaro at (914) 250-2403. [Click here](#) for our staff directory.

Our best to everyone for your, and your families', continued safety and health.

Benchmark Title Agency