

Address: 65 Liberty Street, New York, NY 10005, U.S.A. Tel: (212) 608-4222 Fax: (212) 608-4986

Jan 3, 2021

Dear Valued Customers,

As the spread of Omicron coronavirus continues to escalate, Mega Banks New York follows the state and federal government officials 'guidelines, and continues to Work from Home. The office hours or working days have not been changed. We will notify you if there is any change.

You can continue to reach us through following e-mail addresses:

1. S&R Division:

Cashier Business: <u>NYB.Business@megaicbc.com</u>

(<u>NYB.Remit@megaicbc.com</u> for test key messages only)

- B & C Business: <u>NYB.CORR@megaicbc.com</u>
- 2. Loan Division: <u>NYB.loan@megaicbc.com</u>
- 3. Secretarial Division: <u>NYB.SEC@MEGAICBC.COM</u>

Moreover, your fax message will be transformed into PDF file and routed to our above mail box and your phone calls will be directed to special attendants to help solve your requests. We hope you will reach out to us without any questions or concerns. Should you have any other questions, please feel free to contact us.

We hope you and your family are staying safe during this tough time. Together we will overcome any challenges, and most importantly of all, to ensure the service continuity and your financial well-being.

Sincerely,

Mega International Commercial Bank New York Branch