

Reopening Media City Credit Union

Greetings Media City CU Members,

In the anticipation of reopening our branch lobby on June 15, 2020, we wanted to share some changes in our procedures as we continue to follow local and federal guidelines for everyone's health and safety.

Business Hours

Our regular business hours remain the same, as follows:

Monday, Tuesday, & Thursday	9:00 a.m.	to	4:00 p.m.
Wednesday	10:00 a.m.	to	4:00 p.m.
Friday	9:00 a.m.	to	5:00 p.m.

New policies for branch activity

- › Staff members will wear face coverings and/or provide service from behind clear acrylic barriers.
- › Maximum capacity counts will be posted at the front entry. Upon reaching capacity counts, it is requested that you wait in your vehicle until the next person leaves.
- › Please do not enter our branch if you are ill, experiencing symptoms of respiratory illness, including fever or cough.
- › Wear Face Coverings in common areas – Cloth face coverings are required for everyone older than 2 years of age.

Be prepared to pull your facemask off for identification verification and for the safety of everyone visiting our branch.

- › Practice Social Distancing – Provide space of at least 6 feet when possible. Distance markers have been placed on floors as a reminder.
- › Hand sanitizers with at least 60% alcohol will be available at every station for all members to use as you enter and exit our branch.
- › Hand shaking, as a social greeting, will be temporarily discontinued.
- › Appointments are recommended for any services beyond standard teller window services.

The health of our members and employees remain top priority. We appreciate your understanding and kindness as we navigate how to best serve the community during this challenging time.

Sincerely,
Member Services
Media City Credit Union