



**DEPARTMENT OF  
FINANCIAL  
INSTITUTIONS**

**G. Edward Leary**  
*Commissioner*  
**Darryle P. Rude**  
*Chief Examiner*  
**R. Paul Allred**  
*Deputy Commissioner*

# STATE OF UTAH

**Gary R. Herbert**  
*Governor*  
**Spencer J. Cox**  
*Lieutenant Governor*

**March 12, 2020**

**RE: Contingency Closing Main Offices/Branches and COVID-19 Communications**

Dear Check Casher Contact,

If your institution determines it is in the best interest of your employees and customers to temporarily reduce or suspend main office or branch operations, or reduce the hours they are open, please proceed as you determine best. No approval from our department is necessary.

If you do choose to take any action in this regard, please do the following:

- (1) Provide adequate notice to your customers.
- (2) Send me an email informing ([pcline@utah.gov](mailto:pcline@utah.gov)) of the action taken.

Regards,

**Paul Cline** [pcline@utah.gov](mailto:pcline@utah.gov)  
Supervisor of Money Services Businesses