



**August 3, 2020**

**Dear Valued Mission Bank Customer,**

There continues to be an unprecedented amount of anxiety in the US business landscape around the SBA Paycheck Protection Program (“PPP”) loans and the process to achieve loan forgiveness. We want to confirm that the US Treasury and the US SBA Department are responsible for telling banks and borrowers when and how to achieve loan forgiveness. Mission Bank understands the importance of your PPP Loan Forgiveness and is committed to rolling out a forgiveness process that is easy and efficient for our Borrowers.

Originally, we were told businesses would be able to achieve forgiveness in early June. Here we are in late July, just now receiving initial guidance on how to proceed. We realize the messaging from the government, press, and other sources has been unclear and seemingly contradictory. We also realize this is concerning as each of you is a business and do not want to miss the opportunity to achieve forgiveness as soon as you possibly can.

Mission Bank is an SBA Preferred Lender and we are diligently processing all information we are receiving. Along with your relationship manager, we have dedicated a team of PPP Loan Forgiveness Specialists ready to assist you throughout the forgiveness process. Currently, Mission Bank is actively responding to the recent SBA guidance and anticipate moving forward with forgiveness applications and submittal mid-August. When Mission Bank is ready to proceed with your Loan Forgiveness, a member from our PPP Team will reach out to you.

Again, we ask that you remain patient during this time but if you have any questions please reach out to your relationship manager. We are looking forward to helping our customers through this process.

Stay healthy,

A.J. Antongiovanni  
President and CEO  
Mission Bank