

IMMEDIATE ACTION FOR WIRE FRAUD

Speed is the key to the recovery of funds. If it is suspected that wire fraud has occurred, the Office Managing Attorney, Office Manager, or Closer should take the following actions <u>immediately</u>:

- 1. Immediately contact receiving bank's wire room, if you have contact information available. Contact Customer Service to report fraud if not available. Customer Service will typically direct you to the fraud department. See Exhibit "A" for contact information for major banks.
- 2. If another person is available, while contacting receiving bank, contact Suntrust. Report fraud and request immediate action for retrieval of funds by calling Suntrust's Fraud Department (Press 2 then Press 3). If unsuccessful, as a back up, please call (800) 947-3786 (available from 7:00am-9:00pm EST).
- 3. File a complaint with the FBI at <u>www.ic3.gov</u>.
- 4. Contact Joseph Stites, Supervisory Special Agent with the Complex Financial Crimes Squads of the FBI at (770) 216-3368.
- 5. Contact the Secret Service at the local branch office: Secret Service – Request Financial Crimes Task Force (Tracy Norman) 401 West Peachtree Street Northwest, #2900 Atlanta, Georgia 30308 (404) 331-6111 (This number has an emergency rollover if called outside of 8:00am-5:00pm)
- Contact the Firm's Managing Attorney, Camille Brannon, if available, or Firm Compliance Officer (Roberta McCunney, as of 7/2018), or the Firm Banking Officer (Kim Smith, as of 7/2018). DO NOT LEAVE A VOICEMAIL.

Steps to be taken by Management:

1. Contact the Firm's primary banking contact. Regardless if the sending bank is the Firm's bank, ensure the Firm's primary banking contact is aware of the situation as the Firm's bank's internal network can be involved in remediation.

Suntrust Bank Mail Code: GA-ATL-0287 1155 Peachtree Street NE, Suite 1200 Atlanta, GA 30309 Andy Crais Office: (404) 588-8098 Cell: (404) 877-8845 AND: Legal Specialty Concierge (404) 813-4458 pwmlegalspecialty@suntrust.com

2. For follow up with Suntrust, contact the Wire Fraud Prevention and Claims department at (800) 447-8994.

3. Contact the FBI National Cyber Crime Division in Los Angeles at (310) 477-6565. This task force specializes in wire fraud. They will make the determination if they will take a verbal report of the crime, or require the crime be filed online.

EXHIBIT "A" Effective June, 2018

Bank of America, N.A.:	(877) 220-0842 (confirmed 6/2018)
BB&T:	(800) 226-5228 (Press 2, Press 4 for fraudulent activity) (confirmed 6/2018)
Capital One:	(866) 399-8973 (confirmed 6/2018)
Chase:	(877) 691-8086 (Option 3 for electronic money movement/fraudulent activity) (confirmed 6/2018)
Citi:	(888) 606-9716 (Press 1 to modify an existing wire then press 2 to cancel a wire) (confirmed 6/2018)
PNC:	(800) 590-0084 (Press 5 to request an investigation on a domestic wire) (confirmed 6/2018)
Regions:	(800) 734-4667 (Press 5 for more options, press 8 for other questions, press 5 for other questions; ask to be transferred to the wire department to initiate an investigation.) (confirmed 6/2018)
Suntrust:	(800) 447-8994 (Press 2, Press 3) If unsuccessful with the number above, please call (800) 947-3786 (Wire Department) (6/2018)
Synovus:	(706) 649-2311 (Dial 0 and ask for the wire department; <i>indicated that Suntrust needs to initiate the investigation.</i>) (confirmed 6/2018)
Wells Fargo:	(800) 477-9979 (This number is for the "phone bank". You may have to answer a screening question when you are connected to the "phone bank" but then a live individual should pick up; ask to be transferred to wire operations to initiate an investigation.) (confirmed 6/2018)