

COVID-19 Policy

June 23, 2021

We are accepting new clients while continuing to service our existing clients. Thank you for your cooperation and patience as we try to help to keep our clients and staff healthy.

Visiting our Office:

Masks are required at all times when inside our office suite. Our reception area is closed. If you are visiting our office and do not have a scheduled appointment, including to deliver or pick up documents, please call our office to make arrangements for your arrival.

Meetings:

We are holding many meetings via phone or video conference.

We are holding meetings in-person upon request and for clients to sign estate planning or other documents.

Additional Information for Meetings to Sign Documents:

We are holding meetings at our office for our clients to sign their estate planning and other documents. We are making the following special arrangements for these meetings:

1. All meetings will be held by scheduled appointment. Please do not arrive more than 5 minutes prior to your scheduled appointment.
2. Prior to your appointment, we will provide you proposed final drafts of your estate planning documents. Please let us know if you have any questions or changes prior to coming in for your meeting.
3. Please bring photo identification to your meeting.
4. Please let us know if you prefer that the attorney and other participants wear masks during your meeting at our office.
5. We will make arrangements to maintain distancing during your visit.
6. We will have the signature copies of your documents ready for you.
7. Please let us know if you have any special health concerns, so that we may take additional precautions to ensure your health and safety.