

FINKEL & FERNANDEZ, LLP

Elder Law, Estate Planning and Special Needs

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To Our Valued Clients:

We truly hope this letter finds you and your families well and staying healthy. We are writing to you at this time to notify you about changes to our office procedures during the COVID-19 pandemic. Please do not hesitate to contact us if we can be of assistance to you and your loved ones at this time.

Our office has implemented the policies mandated by the Governor's March 18, 2020 Executive Order 202.6, requiring all attorneys and staff to work remotely. Office telephone lines have been forwarded and directed to Renee Adams, our Office Manager, who will answer all incoming office calls and forward as needed to the respective attorneys. To facilitate communication directly with each of you, we are providing our email addresses and cell phone numbers below.

Although our mail has been forwarded for receipt and processing, please avoid corresponding by hard mail if possible. Email is the preferred mode for sending correspondence at this time.

All currently scheduled in-office document executions, and intakes on new cases, are being rescheduled. We have reached out to each of you who had upcoming appointment dates to reschedule into the first two weeks of May. We are now adding video meetings and or telephone conferences for intakes and consultations as we navigate this new reality together.

Needless to say, we urge you to please continue to take all possible precautionary measures to stay healthy and strong at this time. Stay tuned to the CDC guidelines and directives from the City and State as they are updated, and stay connected to your loved ones for moral and emotional support.

Please do not hesitate to contact us if we can be of service to you in any way at this time. We remain committed to assisting you with meeting your planning needs, and will work with you to develop a plan to move forward, despite being unable to currently meet face to face. We wish each of you and your loved ones the best of health, security, and comfort, and are here for you now and in the future.

Very truly yours,

Finkel & Fernandez, LLP

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