



LEACH FOX LAW
ESTATE ATTORNEYS

Dear Clients:

In light of the COVID-19 pandemic, Leach Fox Law wants to update you as to our response and business continuity plan. We are taking proactive steps to address a number of concerns. First and foremost, we want to maintain a safe workplace and encourage practices protecting the health of our employees and clients. Despite these times, we will do our best to continue to deliver the quality work you are accustomed to within a timely manner.

We will continue to operate our normal business hours of 8:00am-5:30pm Monday through Thursday and 8:00am-12:30pm on Friday. Whenever possible, we will offer you the opportunity to meet with us via telephone conference or video conferencing in lieu of an in person meeting. If you prefer an in person meeting, rest assured we are doing everything we can to protect your health. We are monitoring CDC updates, sanitizing work spaces and common spaces and making sure employees are practicing all CDC recommended measures.

We do respectfully request that if you have traveled outside of the U.S. or to an area within the U.S. that is a specific area of concern (currently, WA, NY and CA), or if you have a fever or respiratory illness symptoms that you reschedule your appointment for a minimum of 14 days from the date you returned from said travel or started experiencing any symptoms.

Until further notice, we will be unable to provide offsite appointments.

We appreciate your business and will keep you updated.

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