

## **IMPORTANT COVID-19 HEALTH NOTICE –** **EFFECTIVE IMMEDIATELY**

As a proactive health precaution for the safety of my employees and customers, effective immediately, we **WILL NOT** be permitting any physical interaction between my employees and customers. Our Office **WILL NOT** allow visitors and all interactions **MUST** be done via phone, email, portal or mail.

Joni L. Craft P.A. will continue to operate normally and be able to service your needs. We realize now it is time to implement this plan to be proactive in protecting everyone's health. I will always make the health and safety of my employees and customer's a priority. Fortunately, with today's technology, we anticipate being able to operate normally with very few exceptions.

Please be aware if you decide to come to our office, you will not be permitted to meet with my employees. We have very strict rules in place for any person entering our office. They are posted on our door and **NO EXCEPTIONS WILL BE MADE.**

Thank you for your understanding and cooperation. We will try to minimize any disruptions during this unique situation. We will continue to keep you informed as we all face the challenges ahead of us dealing with the reality of COVID-19 (Coronavirus) in our lives.

Hopefully, this will not be a prolonged event. This is in effect until further notice.

Thank you,

Joni Craft