

MEANS GILLIS LAW, P.C.

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March 17, 2020

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To Our Clients,

We hope this message finds you well, but we suspect that you are dealing with the complications to life caused by the spread of COVID-19. Please know that the attorneys and staff at Means Gillis Law, P.C. are working diligently to navigate this public health emergency while continuing our work. We will be implementing the following strategies to keep our clients, attorneys, and staff safe and healthy during the Coronavirus outbreak.

- We will remain open but are **available only via telephone or email**. Our office building and office suite will be closed to the public. Only if absolutely necessary, special accommodations will be made for those who need in-person meetings.
- Beginning March 16, 2020-April 16, 2020, **all non-emergency in-person State court proceedings have been cancelled** pursuant to an Order from the Alabama Supreme Court. All in-person court proceedings will be rescheduled at a later time and we will notify you of your new court date.
- We have increased the frequency and heightened the extent of our office cleanings throughout the day. Also, we are closely following the CDC's guidelines and instructing our employees to stay home if they feel sick.
- Continue to practice **SOCIAL DISTANCING** and avoid close contact less than 6 feet with other people even when they do not appear to be sick.

We will continue to closely monitor the situation and do all we can to protect you and our employees. Thank you for your patience during this time.

Sincerely,

Means Gillis Law, P.C.