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## **COVID-19 Contingency Plan in Place**

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03.09.2020

We extend our best wishes to our clients, colleagues and their families who may be affected by the COVID-19 outbreak. Currently our offices in the U.S. are open, fully-staffed and operating normally. Please be advised that we have contingency plans in place to continue to serve our clients in the event we are notified by local health officials of the need to temporarily close our physical offices.

Rest assured, the firm has the necessary technology in place to continue operating efficiently while ensuring our staff can work from home for their own safety and peace of mind. If our offices are required to close, there will be no disruption in service for our clients and you can continue to communicate with us as usual.

We hope that you remain safe and the global coronavirus situation resolves itself soon.