

# RE-OPENING INFORMATION

Please read the following information to determine how this office can meet your needs:

- Office Hours are as follows:
  - If you are here to meet with a member of our staff you must comply with the following:
    - Wear a face covering at all times
    - Follow visual cues inside the office space
    - When possible, allow for social distancing of 6 feet or more
    - Use hand sanitizer prior to entering the office and upon exit
  - If you are here outside of office hours and would like to schedule an appointment to meet with a member of our staff, call:
    - If you are here outside of office hours and have an appointment to meet with a member of our staff, call \_\_\_\_\_ to be escorted into the office and follow all of the same protocol above
- If you are here to only drop off paperwork, please use:
- If you have a general question or concern, you may email:  
or call: