



## **What to expect when you visit P&A**

*by Trey*

Due to the 2019-2020 outbreak of the novel coronavirus, COVID-19, we at P&A are taking extra precautions as we invite our clients and prospective clients to come visit us in person. Along with a modified staffing approach to maintain 6 feet of separation, on-site sanitation, and disinfecting practices, we also are ensuring that all team members on-site pass specific health code checks (noted below).

We you do come to visit us; you will see guidelines posted at the front entrance of our building. These guidelines will be familiar and fit into the category of 'COVID-19 common sense'. Even so, we want to reiterate (as we are following the same guidelines), please don't come in if:

- You have a temperature, feel sick or have been diagnosed with COVID-19 within the last 30 days.
- You have traveled outside the country or visited any 'hotspot' areas within the last 30 days.
- You or any household members have been knowingly exposed to anyone with COVID-19.

Additionally, here are a few key (and perhaps unique) aspects of your visit to P&A:

- Since we are spacing out meetings by 30 minutes, you can feel free to come directly into our waiting room at the time of your meeting. You do not need to text or call first.
- Upon arrival, we will greet you and will converse to better understand:
  - Your desire to wear a mask during our meeting and your desire for us to wear a mask.
  - Your desire for a formal temperature check of all parties to attend your meeting.
- During your meeting, six feet of separation will be maintained between you and your advisor.

To learn more about Pittenger & Anderson's internal protocols for office visits, please click [here](#).

We are looking forward to seeing you!

Your P&A Team

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