



REVISED JULY 21, 2020

Due to the difference in number of positive cases of the coronavirus / COVID-19 in the metropolitan St. Louis area as compared to the St. Francois County area, our office locations will be following different guidelines for operation as set forth below.

CLIENT GUIDELINES – ST. LOUIS/CHESTERFIELD OFFICE

- Our office is open by appointment only.
- Virtual appointments through Zoom or by conference call are the preferred way for client meetings to occur.
- For in-person meetings, if you arrive prior to your appointment time, please do not enter the building until your appointment time.
- Clients must wear a mask at all times upon entering the office, there will be no exceptions. If you have your own mask, please bring it otherwise, disposable masks will be provided for you. If you are uncomfortable wearing a mask, then your meeting must occur by conference call or through Zoom.
- Clients must be asymptomatic (having no symptoms) for the coronavirus / COVID-19.
- Clients must not have been around anyone with symptoms of the coronavirus / COVID-19 for two (2) weeks.
- Clients must be alone at the time of their appointment.
- There will not be any amenities that we normally provide, such as drinks.
- Hand sanitizer will be at the front door and every client must use it upon entering the office.
- Restrooms in these offices are public restrooms maintained by the building owner and not by Marler Law Partners, we recommend only using the restroom on an emergency basis, as your use is at your own risk.
- Your entry into our office is at your own risk and by entering the office you agree you have read the above terms, approve of the safety measures we are taking and waive any and all responsibilities of Marler Law Partners or any of its personnel for any illness related to the coronavirus / COVID-19.



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CLIENT GUIDELINES – FARMINGTON OFFICE

- Our office will remain open during normal business hours.
- Virtual appointments through Zoom or by conference call are the preferred way for client meetings to occur.
- For in-person meetings, if you arrive prior to your appointment time, please do not enter the building until your appointment time.
- Clients must wear a mask at all times upon entering the office, there will be no exceptions. If you have your own mask, please bring it otherwise, disposable masks will be provided for you. If you are uncomfortable wearing a mask, then your meeting must occur by conference call or through Zoom.
- Clients must be asymptomatic (having no symptoms) for the coronavirus / COVID-19.
- Clients must not have been around anyone with symptoms of the coronavirus /COVID-19 for two (2) weeks.
- Clients must be alone at the time of their appointment.
- There will not be any amenities that we normally provide, such as drinks.
- Hand sanitizer will be at the front door and every client must use it upon entering the office.
- Please only use the restroom in case of emergency. If you need to use the restroom, please first notify the employee you are meeting with as we are taking extra precautions to sanitize the restroom after each use.
- Your entry into our office is at your own risk and by entering the office you agree you have read the above terms, approve of the safety measures we are taking and waive any and all responsibilities of Marler Law Partners or any of its personnel for any illness related to the coronavirus / COVID-19.