Bailey,Carr CPAs, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

November 3, 2020

Re-opening and Rising to the Challenge

Dear Clients and Friends:

As the end of the year approaches and the number of COVID-19 cases continues to rise throughout the nation, we would like to inform you of our availability to continue to support you.

Bailey, Carr CPAs, P.C. continues to operate at full capacity. We have approximately half of our staff working at the office and the other half working off-site with full and secure remote office capabilities. We are adhering to the guidance provided by New York State: health screening, social distancing, mask requirements, and strict cleaning and disinfecting regiments.

The adaptability of all is to be commended in working through this challenging period. Staying healthy is the primary concern for our clients and staff. We continue to encourage that any interaction with our staff take place through telephone, facsimile, email, Zoom meetings, mail, our client portal system, or dropping off documents in our entrance area.

We understand that there may be the rare occasion where a face to face meeting is a necessity to completing the job. In this instance, the following is what can be expected:

- Only one client is allowed in the office at any one time.
- All must enter through our front entrance area*
- Before entering we ask that the hand sanitizer located in the entrance area is used.
- Masks are required to be worn over the mouth and nose at all times.
- A temperature check will be required along with questions related to the virus.
- All meetings will take place downstairs in our conference room area.

Please note any in office meetings will be very **limited** and will be the **exception**. They will be **only** for **extreme circumstances** where a face-to-face is a must. If the number of positive cases continues to climb in Monroe County, we may again discontinue any in office meetings for public safety.

If you have any questions or concerns, please do not hesitate to reach out to us.

Sincerely,
Bailey,Carr CPAs, P.C.

**Accessible entrance can be made available. Please call our office to inquire.*

Visit Our Website

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