



In recent days, City Governments, State of Colorado, and now the Federal Government have declared states of emergency in response to the spread of COVID-19 and its anticipated impact on our communities.

The health and safety of our employees and our customers is very important to us, therefore Williamson and Company is stepping up our daily cleaning and disinfecting procedures, educated our team members on the CDC's best practices for personal hygiene, and are strongly encouraging frequent handwashing, as well as the use of hand sanitizer.

Also, in an effort to practice "social distancing", which is believed to be extremely critical to slowing the transmission of this virus, we will be limiting face-to-face meetings only to those deemed essential or requested specifically by our clients. We are encouraging the use of our secure portal as an opportune way to exchange sensitive information and documents. If you have a need to meet with us, there are phone conference and video conference options as well as face-to-face if necessary, to accommodate your needs.

Be assured, we are still conducting business as usual, working diligently to get all tax returns prepared in a timely fashion. If you have any questions or concerns, please contact us. Please know we are monitoring the situation closely and will reach out again if the need arises. We hope you, your friends, family and community stay healthy.

Sincerely,

Alan Williamson and Staff