

*The Alberta Public Health restrictions have lifted across the province and we are moving towards a full opening as soon as possible. Most of our staff have returned to the office full time, while continuing to social distance and wear masks. Our office doors continue to be temporarily locked in order to coordinate in-person contact between clients and our staff. We want to make sure we can continue to provide effective legal services safely and efficiently for our clients and also to protect our staff. In-person meetings will continue to be limited to appointments deemed necessary by the lawyer to assist you with your matter. Thank you for continuing to be patient and respectful to our staff as we all continue to adjust to the lifting of restrictions.*

*If you have an in-person meeting scheduled:*

- 1) Please attend our office at the scheduled time and ring the doorbell and we will unlock the door for you.*
- 2) We ask you do not bring extra members of your family with you.*
- 3) We respectfully ask you do not enter the Pritchard & Co. office if you have traveled outside Canada within the past 14 days, or if you are experiencing any symptoms related to the COVID-19 virus, and contact our office at 403-527-4411 to reschedule your appointment.*
- 4) Please wear a mask when attending at the office; if you do not have one, we will give you one. The lawyers will also wear a mask. Any assistants attending your meeting will wear a mask as well.*
- 5) When you arrive, our receptionist will immediately escort you to a Meeting Room, where you will wait for the lawyer.*

*We thank you for your support and understanding.*