

Lawrence, Nelson & Associates, Ltd.

Accounting, Tax & Consulting Services

A COVID-19 UPDATE

March 24, 2020

Dear Clients and Friends,

During this global spread of COVID-19, our wish is for all our clients, friends and families to be healthy and well. Staying safe is our goal here at Lawrence, Nelson & Associates, Ltd., and with this goal, precautionary steps have been taken to ensure this safety for all.

- As of Monday, March 16, 2020, all face to face meetings were, and are being, converted to telephone conferences or communications via email. We strive to give the same excellent client service through these alternative methods.
- All client documents are being asked to be dropped through our drop slot, be sent through our online secure portal or mailed to us.
- Signature documents, as well as final tax returns can be delivered to our clients via Right Signature, our secure portal and the postal service. Final copies can also be stored in our office for pickup at a later date.

The tax deadline as well as the tax payment deadline have been extended to July 15, 2020. Even with this extension of deadlines, we are working hard to file as many tax returns as possible by April 15, 2020.

We know our clients depend on us to help make important personal and business decisions and every effort is being taken to ensure this service continues. Please do not hesitate to contact us. You also can find a variety of resources available for you at www.ricelaketax.com.

We wish good health to you all and thank you for your confidence and trust in Lawrence, Nelson & Associates. Please Stay Safe.

Sincerely,



Chuck Lawrence, CPA



April Nelson, Partner