

# HART | KING

## **A Message to our Clients:**

As you may know, many businesses throughout the state have been allowed to re-open. As of June 1<sup>st</sup>, Hart King employees have returned to the office on a rotational basis. We are still closely monitoring the COVID-19 situation and have therefore implemented many changes and protocols upon our return. The safety of our clients and employees remains our top priority.

**Our office hours are Monday - Friday, 8:00 a.m. – 5:30 p.m.**

## **How Are We Re-Opening?**

At Hart King, we are taking the following precautions recommended by the Centers for Disease Control and Prevention (CDC):

- Employees will have their temperature taken upon entering our office
- Employees are required to wear a face mask
- Employees will sanitize and disinfect shared services frequently
- Employees will adhere to social distancing requirements

Rest assured that our attorneys will continue to diligently handle all matters for our clients, taking into account the new limitations and protocols in place throughout our office, in the courthouses and in connection with depositions. We encourage our attorneys to conduct business via conference calls, Zoom meetings, or other alternatives to face-to-face meetings, but if an in-person meeting or conversation is necessary, all parties must adhere to the protocols mentioned above. We ask all clients visiting the office to wear face coverings, to have their temperature taken and to wash/sanitize their hands as they enter our office.

Lastly, from all of the attorneys and staff at Hart King, we remain deeply grateful for your continued loyalty and commitment to allowing us to serve your legal needs. We truly value

your business. If you have any specific questions not addressed here or on our website, please reach out to us. *We're here with you...and for you!*

Stay healthy and safe,



*Andrew Kienle*  
**Andrew Kienle**  
Shareholder & Managing Partner



*John Pentecost*  
**John Pentecost**  
Shareholder & Managing Partner



**Hart King** represents publicly held corporations, mid-sized businesses and entrepreneurs in all state and federal courts within California. The firm offers a wide range of civil litigation and transactional services in the areas of business, commercial real estate, employment, manufactured housing, professional design & construction, and trust and estate matters.

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