

Upcoming In person Meeting Disclosure / Understanding:

First, let us say that we have much to be thankful for. We have had many great remote interactions with our clients amidst various challenges our current world has presented us as your financial advisors. We have spoken with many of you. If we have not, please call us to schedule an appointment, by phone or in person. While a good number of folks are continuing to meet remotely for appointments or paperwork, we look forward to meeting you soon at the office.

Restrictions have been removed, so our office building is now unlocked. For our mutual safety we have established the following current guidelines for any in person paperwork drop offs or meetings. While at our office please expect the following:

- **SOCIAL DISTANCE** – We are keeping the social distance protocol for both in person meetings with clients and interaction between staff members in the office.
- **MASK WEARING** – Clients who prefer wearing masks during appointments are encouraged to do so and we also will wear them if preferred.
- **SELF-QUARANTINE** – If any of our team present fever, flu like symptoms, or through recent travel or association may have been in contact with someone who has COVID-19 they are asked to work from home. We ask that clients in similar situations refrain from coming to the office two weeks following the possible exposure.

Rescheduling to remote meetings will be fully respected for any reason including a lack of comfort with any of the above.

As this season affects us all in different ways, we strive to respect each person's autonomy and personal choices in dealing with this. Once again thank you for your patience and goodwill in all this as we prioritize and balance the needs for safety and connectivity for our clients and employees.

Please know we appreciate your business and work to bring you our best each day we look forward to our time together.

Your GPS Solutions Team- Shari, Jim, Eric, Gail, Andrea, Julia, and Michelle.