## CROWLEY FLECK CELEBRATING ATTORNEYS 125 YEARS

## Crowley Fleck, PLLP's approach to addressing COVID-19 and working to prevent the further spread of the virus in our communities

In these unprecedented times, we want to assure our clients that our attention and dedication to your matters continues uninterrupted.

Crowley Fleck is actively monitoring the impact of COVID-19 in our communities, together with our ongoing commitment to continue to provide the highest quality legal services to our clients during these unprecedented times. Crowley Fleck's primary focus during this time is to prioritize the health and safety of all members of the firm, our clients, and our communities as a whole, while also continuing to meet the legal needs of our clients. Crowley Fleck's goal during this time is to minimize any impact to our clients and to provide the same quality of legal services that our clients expect and that we expect of ourselves. Crowley Fleck remains open for business and is focusing on the use of our technology to both protect the health and well-being of the members of our firm and our clients. In effort to minimize the potential impact of COVID-19 both within the firm and our communities, the majority of our attorneys and support staff will be working remotely, and we will have reduced staff in each of our offices to manage essential business functions.

With the firm's well established remote work technologies, we expect our phone and email systems will continue to run in their ordinary course. However, to ensure continuity of client services, we have also set up Emergency Contacts which you can reach at:

Phone Number: (406) 255-7393 Email Address: <u>emergency@crowleyfleck.com</u>.

Please feel free to contact either of these resources if you are not able to reach your normal firm contact.

In light of widespread recommendations to reduce group and in-person meetings, the firm recommends that clients and firm members use teleconferencing and videoconferencing technology and strive to minimize or eliminate in-person meetings whenever in-person meetings are not required. When the legal services involved require in person meetings, the firm will look to current CDC guidance regarding best practices for any such meetings.

As recommended actions and approaches to COVID-19 are evolving rapidly, Crowley Fleck will continue to evaluate and keep you informed of the firm's approach to COVID-19 and make any modifications the firm deems to be in the best interests of the members of our firm, their families, and our clients. Should you have any questions please do not hesitate to contact the firm. Crowley Fleck looks forward to continuing to serve your legal needs throughout these challenging times, while adhering to our commitment to provide the highest quality of legal services that you have grown to expect from the firm.