

**PATRICK HARPER & DIXON
RESPONSE TO COVID-19**

As North Carolina continues to deal with the repercussions of COVID-19, Patrick, Harper, & Dixon remains committed to providing legal representation while maintaining the health and safety of our clients and employees.

The North Carolina Supreme Court has ordered that court proceedings in North Carolina state courts will be cancelled for the next 30 days. The cancellations do not include emergency matters, and the courthouses remain open.

At this time, we remain open and operating on a normal schedule. We are also able to handle client meetings by telephone or video conference. In addition, we can conduct document signings in the parking lot for clients who do not want to come into the office.

We are also taking the following precautions:

- Wiping down conference room tables and chairs, after every meeting
- Routine cleaning of waiting room furniture, elevator buttons, keypads, light switches, and door knobs
- Removal of magazines and newspapers from waiting rooms
- Cleaning Telephones, Copiers, and Computers (including keyboard and mouse)
- Disinfecting bathroom handles, knobs, toilet flushers, and press buttons on soap dispensers
- Pens are either sanitized between uses or new pens out of the box are provided to the client
- In-office meetings occur only in conference rooms which are cleaned regularly throughout the day

***Please understand we will not offer to shake your hand.**

***If you are sick or have a sick family member please notify us prior to your appointment so that it can be rescheduled.**

Updated 3/18/2020