



Keyes & Associates, Inc
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March 17, 2020

Dear Valued Client,

Out of an abundance of caution and for the safety of our clients and staff our office is temporarily making changes to how we conduct our daily business. First and foremost, we would like you to know that we are open and operating under adjusted business hours of 8am – 3pm. With the current environment and the speed with which everything is unfolding regarding the coronavirus, we believe it is prudent to take certain precautions. Therefore, we are taking the following steps until further notice:

- Effective immediately we will be limiting in office person to person contact. If you need assistance, please call our office (907-452-6393) and we will provide guidance based on your individual needs.
- In most cases the day to day business of our office can be done via phone, email, fax, and even regular mail.

Our priority is you, our clients, with today's technology we feel confident we can continue to provide you with the same "best in class" service you've come to expect. As always, please give our office a call for anything you need or with any questions. Thank you for your understanding.

Sincerely,

Your Keyes & Associates Team,



Chris Keyes, CFP®



Scott Keyes, CRPC®



Bobby Weaver, MBA, CFP®

Chris Keyes, Scott Keyes, and Bobby Weaver are registered representatives of Lincoln Financial Advisors Corp.

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