



ESTABLISHED 1969

*Please reply to ADAM BERGER*  
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March 27, 2020

Dear Client,

We write to update you on the operating status of Schroeter Goldmark & Bender due to the novel coronavirus/COVID-19 outbreak. We have largely closed our physical office, save for the necessary personnel permitted under Section 3(d) of the Governor's Proclamation. Our attorneys and legal staff are, however, continuing to work remotely.

As you may imagine, the limitations placed on us due to court closures, the Governor's Proclamation and the limitations on personal contact will unfortunately slow the pace of your case. We are restricted and in some cases unable to retrieve records, conduct normal discovery, take depositions, and file motions in many jurisdictions. For cases in suit, we will likely lose our trial date if we have not already, and the backlog of criminal matters will further delay civil cases. Our ability to file new matters will be limited in the near future. While we will be engaged on your case and driving it forward to the extent possible, we expect all timelines to be extended indefinitely. We will keep you posted as we learn more, but ask that you understand the impact that the outbreak will have on your case.

The best way to contact us during this time is via email. You should have an email address for the attorneys and legal staff working on your case, but if you do not, please email Sherlita Wilson at [wilson@sgb-law.com](mailto:wilson@sgb-law.com) to obtain email addresses. We will have remote reception service and can access our individual voicemails, but office phone access will be inefficient, and we expect additional interruption, so we encourage email communication.

Finally, we realize that this situation is difficult for everyone, but some more than others. The uncertainty and isolation of this situation can have a significant impact on our collective and individual emotional state. We hope that you and yours are taking care of not just your physical health, but your mental health as well. We encourage you to reach out to your health care provider if you need support. Many of our clients may also be eligible for free or reduced-cost services through community mental health treatment, United Way, or an employer's employee assistance program.

In the meantime, we hope you stay safe and healthy, and please do not hesitate to contact us with any questions or concerns.

All the best,

SCHROETER GOLDMARK & BENDER

ADAM BERGER, PRESIDENT