

MEMO TO CLIENTS

To: Firm Clients
From: Rosenberg & Associates, LLC
Date: March 23, 2020
Re: Maryland Update in Response to Covid-19

On behalf of everyone here at Rosenberg & Associates, LLC, our thoughts and prayers go out to all those impacted by the global COVID-19 pandemic. We are closely monitoring the situation during this time of great uncertainty and taking every measure possible to ensure the health and safety of our employees, clients and communities.

Per today’s Executive Order by Governor Larry Hogan, the State of Maryland government is now operating at Elevated Level II, which mandates a period of closing of non-essential businesses effective today, March 23, 2020 at 5:00PM EDT. The Governor's Office of Legal Counsel has indicated that "government facilities sector" are not required to close. The Government Facilities Sector encompasses private persons and entities that support the judicial system including, but not limited to: i. **Lawyers and law firms**. ii. Court reporters. iii. Bail bondsmen. With that, our Bethesda, Maryland office shall remain open. In addition, we have employees working remote from their home environments and employees at our two physical offices located in Virginia to service client matters. We want to assure you, our valued clients, that our business continuity plan is setup and in place for continued operations during natural disasters and in this case, pandemics.

Although this will be a difficult time for most people and businesses across the country, we are confident that if everyone does their part to stop the spread of COVID-19, we’ll emerge out of this stronger and more unified than ever. As the situation with COVID-19 continues to develop, we will reevaluate our plans regularly and will augment them as necessary to ensure that any potential threat is addressed immediately, and to ensure that we continue to provide the services that you have come to expect from Rosenberg & Associates, LLC.

Should you have further questions regarding information contained in this memo, please feel free to contact our office at 301 907-8000.

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