



## VISITOR GUIDELINES

### Before your appointment:

- Our team will call you one day ahead of your appointment to remind you of our COVID-19 guidelines and confirm your appointment.
- **If you are feeling ill, have a fever of 100.4 or above, shortness of breath or have been in contact with someone diagnosed with COVID-19, please keep us safe and reschedule your appointment.**
- Only two (2) people will be allowed per group per appointment slot; this number includes children.
- We will have five (5) appointment slots per day Monday–Friday
  - 9 a.m., 10 a.m., 11 a.m., 1 p.m., 2 p.m.

### Arriving for your appointment:

- A cloth face covering or mask **must** be worn by guests and staff for the entire duration of the appointment
- We ask you to wash or sanitize your hands upon arrival
- No beverages can be offered, but you may bring your own beverages.

### During your appointment:

- We ensure our front desk and pens will be thoroughly sanitized before and after every contract signing.
- All staff and guests must maintain a distance of 6 ft apart.

### More Details:

- Management will perform **contactless checkout** with credit/debit cards. Please no cash transactions at this time.
- Please do not bring extra belongings.
- Questions? Contact us at 303-495-7955