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To all Sitzmann Law Firm Estate Planning clients:

Given the unprecedented health crisis facing our world today, Sitzmann Law Firm has been working diligently to maintain a level of service that our clients have come to expect while also keeping the safety of our clients, attorneys, staff and community in the forefront of our minds. We want to minimize health risks while conducting essential services with appropriate precautions, such as social distancing.

Estate planning meetings have always occurred in person for a number of reasons. Estate Planning documents, such as Wills, Power of Attorney documents and Trusts must be witnessed and notarized in person. There is no way to accomplish executing these documents without an in-person meeting. The health crisis clearly complicates our ability to safely meet in person to accomplish a legal and proper execution of these documents.

Traditionally, I meet with each and every client, in person, to review, educate and sign your estate plan. I enjoy these meetings, and I hope you find them beneficial as well. I've learned that without having a meeting about what to do with all these documents you sign, the documents are not as effective as they could have been with proper education about how to utilize them.

I plan to continue the educational piece of the Estate Planning process *virtually*. Virtual platforms such as Zoom allow us to SEE each other and “share” a computer screen so we can all look at the same thing at the same time, while talking about the documents.

After we have our “virtual” meeting, we will do a **“drive-through” signing**. You should schedule a time to come and park at my office parking lot. I will print all the documents for your signature, and two people from my office will come to your car to witness you signing the documents. I will take all the documents from you and sign or notarize them, copy them for my file, and bring your originals back to your car.

Moving ahead, please schedule your virtual “educational” appointment via Zoom and schedule your “drive-through” signing. You can schedule these appointments online at <http://sitzmannlaw.com/wp/attorney-sara-micheletti-calendar/> or by calling my office at 920-733-3963.

I hope that this process allows for us to continue to provide this important, essential service, while also keeping everyone safe and healthy.

Sincerely,
Sara Micheletti