



Regarding the Coronavirus (COVID-19)

To all our valued Clients,

Hernandez Accounting Solutions Inc. has been monitoring developments with COVID-19 (2019 Novel Coronavirus). Due to new developments we are implementing new office guidelines effective immediately; we are eliminating drop off's/pick ups from clients to our office.

In order to complete your tax returns we do not need original tax documents; copies are acceptable. We encourage our clients to either fax them to (813) 406-4408 or upload the tax documents securely via our Client Portal on our website: www.hernandezaccounting.com. Please call our office if you need assistance with this.

When your tax returns are completed, we will be mailing returns for those who did not elect a digital copy of tax returns. As far as appointments are concerned, we will meet clients via phone or FaceTime. This new policy is being made to ensure safety of our clients as well as our staff.

For more information about the coronavirus, prevention, symptoms, etc., please visit www.cdc.gov as a helpful resource.

Prevention Tips

<https://www.cdc.gov/coronavirus/about/prevention.html>

Coronavirus - Travelers Health Information

<https://wwwnc.cdc.gov/travel/notices/watch/novel-coronavirus-china>

Resources

- For more information about the coronavirus, prevention, symptoms, etc., please visit the Centers for Disease Control's website as a helpful resource.
- Prevention tips can be found on the CDC's COVID-19 information website.
- The Florida Department of Health also has resources and updates about COVID-19 monitoring in the state.
- The U.S. Department of State shares updates on travel advisories regarding COVID-19 on its website.

If you have any questions or concerns about the procedures in this email, please call me at the office or send me an email.

Sincerely,
Marcus Hernandez
President

Hernandez Accounting Solutions, Inc.