



Providing Auditing, Accounting,
Tax and Consulting Services Since 1977

2403 Judson Rd Longview, TX 75605 | (903) 758-0734 | www.cbandco.com

At Curtis Blakely & Co., PC we are staying focused on our staff and clients' health during this uncertain time. As part of that measure we would like to remind you of the "secure data file transfer" feature available on our website which allows you to send an electronic copy of data to our staff and eliminates the need for you to come to our office.

For those that are unable to electronically submit data we are providing curbside pickup and delivery of data so that you do not have to leave your vehicle. One of our support staff will come out to retrieve or bring your information to you. We simply ask that you call ahead and let us know you will be coming to either drop off or pick up information. If you need to meet with a preparer, we ask that you call and schedule an appointment so that we can determine whether we might be able to help you over the phone.

Over the coming weeks we hope to see the measures we are putting into place help reduce the spread of the COVID-19 virus and bring our community and our nation back to a place of normalcy again. We appreciate your business and want to ensure that we are doing our part to encourage a healthy environment for our staff, our clients, and our families. We will get through this together.

Thank You,

Curtis Blakely & Co., PC, CPAs

www.cbandco.com

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Secure Data Access is available on our website at <https://www.cbandco.com/secure-data-access>

To see a step by step guide on using this feature please click here:

<https://www.cbandco.com/sites/default/files/2020-03/Send%20Secure%20Data%20to%20Curtis%20Blakely.pdf>