

Barrett & Company Operations and COVID-19

The situation involving the coronavirus (COVID-19) continues to evolve daily. After much consideration, starting March 18, 2020, Barrett & Company's office will be closed to the public, and many employees will work remotely. We strongly believe this step is necessary to protect the health and safety of our team, their families, and the clients and community who support our company.

How does this effect you?

Many of our client service personnel are working remotely for the foreseeable future. During this time, your emails and phone calls will be answered as usual and your Barrett team will work to meet your needs with the quality you expect from us. A few employees will work from the office for critical functions (mail, scanning and processing documents), but we ask that wherever possible you help us limit employee and client interactions to phone/video calls and email.

How do I get my documents to you?

Physical receipt of documents will be reduced while some of our workforce remains remote. You can always electronically send your information via our Portal or send securely through Sharefile. Please contact your Barrett team if you need assistance with electronic transmission of documents.

If you are unable to transmit documents electronically, you are welcome to drop off packages/information in our office. We have a controlled drop-off to receive packages inside our main front door. Follow the posted instructions in our vestibule to insure receipt of your information. Please do not come to the office if you are exhibiting any signs of sickness. If you prefer, you can use UPS/FedEx services for traceable transmission of sensitive paper documents or mail through the U.S. Postal Service.

How will I receive documents from you?

Tax returns and financial statements can be delivered electronically and /or mailed through Priority Mail at the U.S. Postal Service.

What if I have questions?

Please call our office 360-210-5100 or email your respective team member. Thank you for your understanding and flexibility during this unprecedented time. We will continue to monitor and evaluate the situation and keep you informed accordingly.

Sincerely,

Lance Barrett
Managing Partner