



## **Coronavirus (Covid-19) Announcement – March 2020**

With the spread of Covid-19 and the new Government announcements we confirm that our offices are closed to the public with immediate effect however, whilst our doors are closed, we are very much open and available to address all legal issues you have.

Our modern approach and excellent IT systems mean that we have made a smooth and safe transition to enable all staff to work from home without any effects being felt by our clients or business contacts. This not only ensures we are following the Public Health England guidelines but also ensures the safety and protection of our staff members own health and wellbeing, which is of utmost importance to us.

We are confident there will be no impact on your case as a result of staff working from home and the way in which we deal with your claim will not alter in any way. Our high levels of service and client care will remain.

Our preferred method of contact remains to be by way of email however, all staff are able to make and take telephone calls, as well as send postal correspondence.

If you have any questions then please do not hesitate to contact directly using one of the details given below:

**New Enquiries :**

**01995 641067**

**[info@charlesamarshall.com](mailto:info@charlesamarshall.com)**

**[firstresponse@charlesamarshall.com](mailto:firstresponse@charlesamarshall.com)**

**[housing@charlesamarshall.com](mailto:housing@charlesamarshall.com)**

**Existing Clients :**

**01995 641067**

**Please contact your personal file handler directly:**

**[Julia.rutter@charlesamarshall.com](mailto:Julia.rutter@charlesamarshall.com)**

**[Helen.hilton@charlesamarshall.com](mailto:Helen.hilton@charlesamarshall.com)**

**[Carly.steel@charlesamarshall.com](mailto:Carly.steel@charlesamarshall.com)**

**[Olly.Cottle@charlesamarshall.com](mailto:Olly.Cottle@charlesamarshall.com)**

**[Emma.sly@charlesamarshall.com](mailto:Emma.sly@charlesamarshall.com)**

**[Katie.malin@charlesamarshall.com](mailto:Katie.malin@charlesamarshall.com)**

**[info@charlesamarshall.com](mailto:info@charlesamarshall.com)**