



PETER HOLTZ
CPA

We are committed to maintaining a high level of service along with the utmost attention to health and safety as we closely monitor the latest developments concerning COVID-19. Peter Holtz CPA, like many other companies, is making the necessary adjustments to our work environment to help our part in slowing the spread of COVID-19.

Fortunately, our change to cloud systems several years ago makes supporting our clients during this time of restricted movement very easy.

Our team of executive leaders is meeting regularly to discuss our ongoing efforts and ensure we have the latest information from local, state and federal agencies including the Center for Disease and Prevention. We are committed to supporting you, our clients, during this time of uncertainty.

What we are doing:

Remote Employees

Effective Tuesday, March 17th limited employees will be in the office with the majority of our team working remotely. We will continue to stay on top of the latest information available. This decision is in the best interest of our employees and clients, for their health and safety.

We have a business continuity plan to keep our service functioning at a high level, minimizing disruption to service as much as possible. You may rest assured that every employee will have the systematization, technical, and professional resources to continue providing excellent service.

Client Support

Our business hours of operation will continue as normal, Monday-Friday 8:00am-5:00pm. All employees can be reached by calling the office at 209-941-0189. Please continue to contact your bookkeeper by email, text and personal extension. The tax team can be emailed at tax@peterholtzcpa.com.

As we receive further updates we will keep you closely informed. In the meantime, if you have any questions or concerns please let me know.

Sincerely,

A handwritten signature in black ink, appearing to be 'Peter Holtz', written over a circular scribble.

Peter Holtz, CPA