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To: [Court Of Appeals Filings](#)
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Subject: William Tomz v. Capital Investment Funding, LLC; Appellate Case No. 2021-000341
Date: Monday, July 19, 2021 4:12:47 PM
Attachments: 20210719_155007.pdf

Please see attached a letter from Stanley T. Case and George Brandt, III regarding the above referenced matter. A hardcopy of this letter is also going out to each of you by mail.

Thank you.

Melinda S. Loxley
for George Brandt, III
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During the COVID-19 outbreak, our firm is making efforts to minimize the risk to our clients and staff. Please note/observe the following guidelines:

- We are regularly wiping down surfaces in the office with disinfectant cleaners and offering new pens to anyone signing documents.
- To avoid having large groups waiting in the lobby, we are asking people to check in at the front desk, leave their phone numbers, and then wait in their cars and we will call when the meeting is ready to begin.
- FOR REAL ESTATE CLOSINGS, we will attempt to limit the number of people in the conference room at one time to a reasonable number. If clients have special requests for comfort or safety, please let our attorney or paralegal know, and we will make every effort to accommodate.