



**BAYNTREE**  
WEALTH ADVISORS

*You Dream. We Plan.®*

# Procedures we are taking for the safety of our clients and employees.

## Virtual Appointments

When possible, we are conducting appointments virtually over telephone or virtual conference.

Schedule at:  
[calendly.com/bayntreeteam](https://calendly.com/bayntreeteam)



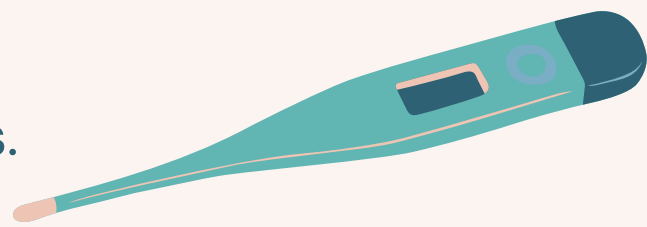
## Disinfecting all surfaces

Our staff is disinfecting all surfaces multiple times a day and after every appointment.



## Healthy Employees

Our employees are staying home if they aren't feeling well or have any symptoms.



## Clean Meeting Spaces

Our team members ensure that all meeting spaces are clean and sanitized.



## Low Office Proximity

Our team members are making sure to keep safe and respectful distances of each other and of our clients.



## Virtual Information

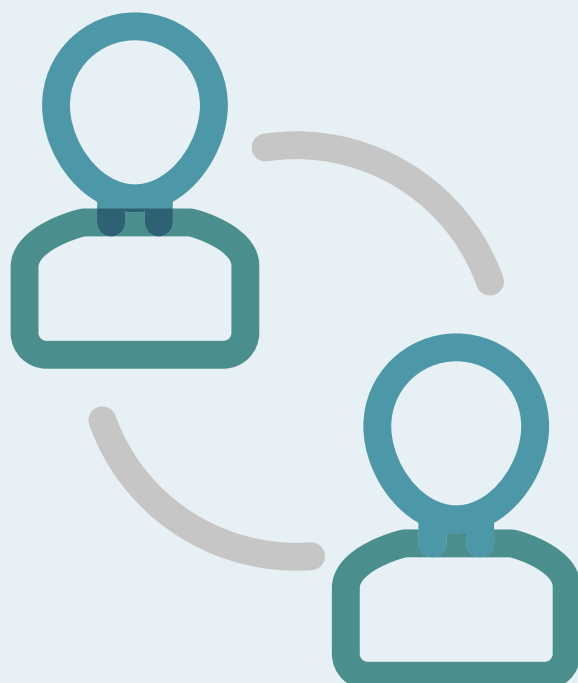
We want to make sure that our clients and our community is staying as up to date as possible.

Please visit our Facebook page or [bayntree.com](https://www.bayntree.com) for updates and information.



## One Client Appointment at a Time

We limit the number of client appointments to ensure that there are not crowds in our waiting rooms.



Visit us at [calendly.com/bayntreeteam](https://calendly.com/bayntreeteam) to schedule a phone appointment.