

17 March 2020

Dear valued client,

CORONAVIRUS COVID-19 AND APPLETON CLIENT CARE

South Africa and the rest of the world have been gripped by concerns regarding the coronavirus Covid-19. We share these concerns and take them very seriously. While adhering to all national policy guidelines, as a company, we have implemented contingencies that will ensure full continuity of service to our clients and associates across the country throughout this crisis.

We have a fiduciary responsibility to care for you, our valued client, and thus, we wish to assure you that, despite the crisis and the extraordinary measures and policies being implemented across the country, Appleton will remain open to you and available to deal with your queries and concerns at all times. You may have particular concerns about updating your Will during these times and we assure you that we will be available to assist you in drafting your Will amendments at no cost, as well as dealing with your Executorships and Estate Administration throughout this crisis.

Please note, however, that a number of government offices such as the Masters' Offices and SARS Offices as well as Deeds' Offices are currently restricting access which has the potential to delay the Estate Administration process. We will stay on top of the situation and do our utmost to expedite matters for you.

Please do not hesitate to call us on our Toll-free number: 0800 50 60 70, or email us on clientcare@appleton.com and we will respond with the same high levels of service you have come to expect from us over the years. During this time, we would also urge you to remain abreast of all relevant international and local developments and log onto www.gov.za/NovelCoronavirus, or www.sacoronavirus.co.za, or use the 0800 029 999 number or WhatsApp 0600 123 456, or #coronavirus for relevant information and guidance.

Please take care, particularly if you fall into the more vulnerable profile category and do not hesitate to contact us on any matter relating to your Will, Executorship or Estate.

We are here for you.

Sincerely,



TP HUGHES
MANAGING DIRECTOR

appleton.com | Tel: **0800 50 60 70**

Cape Town | Knysna | Port Elizabeth | East London | Durban | Johannesburg