



A Message to Our Clients

Dear Valued Client,

D.M. Kelly & Company has been closely monitoring news reports related to COVID-19 (Coronavirus). Please be advised that we have procedures in place that will allow us to maintain our standard exceptional client service during this time.

Considering the latest information available to us, D.M. Kelly & Company is taking the following precautionary measures:

- We have requested a percentage of our employees work remotely to avoid having all of our staff simultaneously in one area. Please do not be alarmed if you are unable to reach your primary D.M. Kelly & Company contact immediately. We are reviewing all company email and voicemail and a representative from our firm will respond to you in a timely matter if you leave a message. Please note, trading instructions cannot be accepted via voicemail or email.
- Our employees have been asked to reschedule all onsite office meetings until further notice. We believe it is in the best interests of our clients and employees that we limit public exposure as much as possible, and we apologize for this inconvenience. If you already have a meeting scheduled with one of our employees, they will be reaching out to you shortly to see if your matters cannot be resolved by phone or email.
- We have advised any employee who feels ill to stay home. This includes workers who may have family members who are ill, or who have come into contact with someone with symptoms of respiratory illness.

D.M. Kelly & Company will keep you apprised of any major operational developments as they occur. We are committed to devoting whatever resources necessary to help navigate our clients through these challenging times.

Sincerely,

Daniel M. Kelly
President