



Date: 26th October, 2020

To: Our esteemed Stakeholders,

RE: NOTICE ON OFFICE OPERATIONS

Further to the directives issued by his Excellency the President of Kenya, the Chief Justice of Kenya and the Ministry of health and taking into consideration the increased infections across the County since lifting of the nationwide Curfew, we wish to advise you that we are taking the following measures to minimize contact and to keep you safe:

1. We shall only accept electronic service of documents through our email address info@wachirawanjiru.co.ke.
2. Kindly call our telephone line +254 202170859 for an appointment at our offices.
3. Alternatively, you can book an appointment through our Facebook page Wachira Wanjiru & Company.
4. Send us an email on info@wachirawanjiru.co.ke with respect to your matter and we shall respond to the same.
5. In the event you need to attend to our offices, we shall require you to sanitize your hands when entering our premises and wear a face mask at all times when within our premises.
6. If you have any flu like symptoms, kindly arrange a tele-conference where we shall keep you updated of your matter.

Kindly adhere to these directions to assist us in keeping you safe.

Yours faithfully,

J. WACHIRA

WACHIRA WANJIRU & COMPANY ADVOCATES

