



## **We are open for business!**

The office will be open, and we will be resuming normal activity. All crews for Maintenance, Irrigation, Lighting and Landscape will continue to service your needs while taking every precautionary measure.

Continuing to put the health and safety of our staff and clients first, we will be operating with the following guidelines:

- **Minimal internal staffing (Monday-Friday from 8 am to 5 pm) while some staff will work remotely.**
- **Although Horizon will still be conducting business, please kindly do not physically visit our office until further notice.**
- **We can schedule client meetings using FaceTime or Zoom. If an in-person meeting needs to be scheduled, our staff will maintain a safe 6' distance while refraining from shaking hands. If anyone in the client household is ill, the meeting will be rescheduled.**
- **Technicians will physically continue working on your property. If you have questions or concerns about the work, please call our office and we will relay your message to the technician.**
- **Precautionary measures will be taken when our crews are at properties – PPE's - personal protective equipment have been provided to crew members, physical/social distancing will be followed where possible, trucks and equipment are appropriately maintained with sanitizing agents.**

We hope that by continuing to take these steps, Horizon does its part in keeping everyone safe and healthy. Our customers are the heart of our company and we look forward to continue serving you.

Again, we thank you for your understanding and support during these unprecedented times and we will continue to keep you updated with any changes.

Please take care of yourselves and others.

"Peace I leave with you; my peace I give you. I do not give to you as the world gives. Do not let your hearts be troubled and do not be afraid." John 14:27