

Information for Robertson Bixley Limited Clients:

To all our valued clients

Robertson Bixley have been keeping up to date with the latest developments and have implemented procedures to eliminate the risk of contracting and spreading Covid-19.

With the Government announcing a change to level 3 from Tuesday 28th April we thought it would be helpful to provide an update on what Robertson Bixley's services will look like for you as a client.

Our office will be open for phone calls only from 10am - 3pm, Monday - Friday. There is to be no clients on site nor will we be undertaking any face to face meetings.

All meetings are to be via teleconference or Zoom. We have attached a Zoom 'step by step guide' for your reference.

Our preferred option for document correspondence is via email. If this is not possible, items can be couriered to 33 Coles Cres, Papakura 2110 or posted to PO Box 72016, Papakura 2244.

If you cannot courier information, we will have a drop box outside the front door between 10am - 3pm which will be cleared daily.

Robertson Bixley will be reviewing their systems and Health and Safety Policies as the levels change. We will be certain to keep our clients up to date with anything that may affect you.

As always, we are here to support you and your companies through this time.

Stay safe.