



ZR HOPKINS INCORPORATED COVID PROTOCOL
updated January 8, 2021

Please be advised, until further notice our office will adhere to the following protocols:

1. We will continue to remotely process your income tax returns electronically. Please efax, email, or insert your documents into the drop off slot at our physical location.
2. If you require a one-on-one tax preparation appointment, masks and social distancing is required while in our office.
3. There is a consultation fee for virtual or one-on-one consultation appointments if it is not tax preparation related.

Our contact information is as follows:

Efax number - 770) 336-7215

Office fax number - (678) 545-2024

Email address - zkennedy@zrhopkinsinc.com

Website - zrhopkinsinc.com

**Physical Location - 1883 McDonough Road
Suite 200-B
Hampton, GA 30228**