



March 23, 2020

Johnson County, as well as other counties in the Kansas City metro area, have announced a stay-at-home order for local residents and businesses, effective Tuesday, March 24, 2020. The stay-at-home order restricts residents to “essential activities” and mandates that all businesses close except for certain “essential businesses.”

Due to being included as an “essential business,” the **offices of Keller & Owens and Payroll Partners Plus will remain open** through the duration of this stay-at-home order, pending no other significant revisions are made to it. However, we will have reduced office hours.

We are open from 10:00am to 3:00pm, Monday through Friday. On Thursday, April 23, 2020, we will resume normal business hours. However, we are generally discouraging visitors to our office unless it is for an essential activity or in support of maintaining your minimum business activities.

Payroll Partners Plus will continue to process payroll. To reduce the printing of paper checks and the need to arrange delivery of them, you are encouraged to set up direct deposit. Please continue to contact your Payroll Partners Plus representative as you normally would.

A core staff of Keller & Owens will continue to assist you. The remaining staff of Keller & Owens will be working remotely, including our tax, audit, and accounting services departments. Any information that has been provided to us will continue to be processed. Please continue to contact your Keller & Owens representative as you normally would.

Please be advised that the **payment and filing deadlines for individuals have both been extended to July 15, 2020.**

To provide information to us, please use the link below to electronically and securely upload your documents, if you have not already received other instructions from your Keller & Owens or Payroll Partners Plus representative. If you need to send us paper documents prior to April 23, 2020, please call us at 913-338-3500 or email us at ko@kellerowens.com to arrange pick-up and delivery. You may also continue to mail us your information.

Click the link below to securely upload files to us or copy and paste the following into your Internet browser.

<https://kellerowens.sharefile.com/share/filedrop>

Click the link below for a copy of the Johnson County stay-at-home order.

<https://www.jocogov.org/coronavirus-covid-19-update>

Thank you in advance for understanding and for working with us in this time of uncertainty and change. It is our desire to comply with the stay-at-home order and do what is best for the public health, while still performing with a high level of customer service.

Keller & Owens, LLC