

Dear Clients:

Often my schedule is filled back to back with client appointments. Therefore, it has become increasingly difficult for me to return the numerous phone calls I receive each day. In order to solve this problem and serve you better I have a solution that will help all involved. If you need to get in touch with me you may do one of the following:

1. E-mail brief questions or concerns to me and I will reply in a timely fashion, (Robin@RobinBrownWalton.com);
2. Fax me brief questions or concerns and I will reply in a timely fashion. (210-223-0788).
3. Call Doris at my office (210-223-0779) and ask her to schedule on my calendar phone call/conference. If the call takes more than five minutes, I will need to charge you for my time as per the signed agreement.

I hope this will alleviate any problems that you may have had when trying to contact me.

Thank you for your cooperation.

Robin Brown Walton, MS,LPC