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Social Distancing Protocol for Witness Signing

Please note that these procedures are designed to maximize the possibility that your documents are legally binding, while minimizing social contact and the risk of spreading COVID-19. You may still complete and sign your documents without undertaking this step if you are concerned with the level of contact described below.

1. Please secure two witnesses who are not related to you or mentioned in your documents in any way, but are people who know you – they don't have to know you well, but should know you by your name. For couples or related parties doing this work, you may have the same witnesses as each other (in other words you may have the same two witnesses for both of your documents, as long as they are not related to either of you or named in your documents in any way).
2. The witnesses should each bring their own pen, with the strong preference for the use of blue ink. If you must provide your witnesses with pens, please make sure to clean your pens – as well as any surfaces your witnesses may touch – with effective products (<https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf>)
3. You and your witnesses should remain 6 feet apart from each other at all times.
4. Please set up a folding table at the front door or, preferably, outside. Please wear masks and gloves as you see fit, and/or as recommended by health authorities.
5. Place your documents on the table (preferably before the witnesses arrive, with the signature page and the witness page of each document uncovered. If you have the room to have those pages out for the witnesses to see before they arrive, you will never need to approach the table while the witnesses are there.
6. Then acknowledge your signature on each document. You will do this out loud by saying the following: “My name is [your name], this is my [name of the document – go one by one], and I acknowledge that this is my signature on the document.” Remember to reference yourself as you've written your name on your documents – using your middle initial or middle name (or not) as you've written your name on the documents. For example, if I was using my full name – Amy Denker Shelf – I would go through each document and say, “My name is Amy Denker Shelf, this is my Will, and I acknowledge that this is my signature on the document; this is my Uniform Statutory Form Power of Attorney, and I acknowledge that this is my signature on the document; this is my Advance Health Care Directive, and I acknowledge that this is my signature on the document.”
7. Then each witness should approach the table and complete one witness block on each document. Each witness block may be laid out somewhat differently, but each will require a signature, a printed name, and a home address. One or both witnesses should complete the date of witnessing, or you may complete that date in the documents prior to having the witnesses sign.