

Directions for Medicare Meeting at Sholley Agency:

1. Please come at your appointment time. We do not have a lot of space in our lobby for numerous clients to sit and wait.
2. Please come around to the back parking lot and enter in the bottom glass door under the balcony.
3. If you need assistance entering the building, please call 570-523-3251 x223.
4. If you did not send back your scope of appointment form and prescription list prior to the meeting, please bring them along with you at the time of your meeting.
5. Currently, it is optional to wear a face covering. Our staff will wear a mask at your request. We have glass partitions on our desks to add a layer of protection for you and our staff.
6. Please limit the number of people coming to your meeting to you and 1 other person.

Directions for Telephone Meetings:

1. Your agent will call you at your meeting time.
2. Please allow up to 15 minutes after your scheduled meeting time for your agent to call. The meeting ahead of yours may have gone longer than planned.
3. Send in your Scope of Appointment form and prescription list PRIOR to your meeting.

Directions for Video Meeting:

1. Open your email and look for your Microsoft Teams Invite from your agent.
2. Click the link in the Invite.
3. Please allow up to 15 minutes after your scheduled meeting for your agent to log in. The meeting in front of you may have gone longer than planned.
4. Send in your Scope of Appointment form and prescription list PRIOR to your meeting.

If you need to reschedule your meeting, please call 570-523-3251 or email your agent.

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Address to Sholley Insurance Agency: 2409 Old Turnpike Road, Lewisburg, PA 17837