

3800

Alameda

TO: All Tenants
FROM: Office of the Building
DATE: 10/13/09
RE: Bi-Annual Exterior Window Cleaning

Dear Tenants,

Please note that beginning Tuesday, October 20th, 2009 our exterior window cleaning contractor will begin cleaning of all exterior windows and glass here at 3800 Alameda. We expect this cleaning to take approximately 1 to 2 weeks to complete. Should you have any questions or need any further information, please don't hesitate to contact us.

Kind Regards,
Building Management
www.3800alameda.com