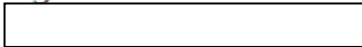


PROPERTY REMINDERS



cgarland@harvardmanagement.com



Reply | v

3:49 PM

From: cgarland@harvardmanagement.com

Sent: Tue 4/19/2016 3:44 PM



Good afternoon everyone

We would like to remind everyone that the carpets are being cleaned on Wednesday and Thursday.

Also on Friday morning everyone that parks in the garage needs to move by 8:00am. If you have anything stored in the garage you will need to remove it or it will be covered with dust/dirt. They will do their best to limit the dust.

Also Staples is now taking old batteries, ink and toner cartridges. If you have an old computer monitors. Best Buy already accepts televisions and computers.

Happy Spring!

Connie Garland
Harvard Management Solutions Inc.