

WINDOW WASHING NOTICE

PLEASE BE ADVISED THAT THE **WEST BUILDING** WINDOWS WILL BE WASHED ON MONDAY, JUNE 16, 2014 WEATHER PERMITTING. **IF YOUR WINDOW HAS NOT BEEN SATISFACTORILY WASHED BY CLOSE OF BUSINESS ON MONDAY, JUNE 16, 2014 PLEASE CONTACT THE MANAGEMENT OFFICE BY TUESDAY MORNING.**

THE REMOVAL OF THE WINDOW SCREENS WILL TAKE PLACE ON TUESDAY JUNE 3 THRU THURSDAY, JUNE 5, 2014.

SCREEN REMOVAL	-	JUNE 3, 4 & 5
WINDOW WASHING	-	JUNE 16
SCREEN REPLACEMENT	-	JUNE 24, 25 & 26

A SIGN UP SHEET WILL BE AVAILABLE AT THE FRONT DESK FOR THOSE THAT WILL REQUIRE ASSISTANCE IN REMOVING THEIR SCREENS.

THE SKYLINE HOUSE STAFF WILL NOT BE RESPONSIBLE FOR BROKEN SCREEN CLIPS. THE REPLACEMENT SCREEN CLIPS (pack of 4) MAY BE PURCHASED FOR \$7.18. **THE CONTRACTOR WILL NOT REMOVE THE SCREENS FROM THE UNIT AND WINDOWS WITH SCREENS REMAINING WILL NOT BE CLEANED!!!**

NOTE

IF YOU ARE REQUESTING MANAGEMENT TO REMOVE YOUR SCREENS, YOU MUST PROVIDE A MINIMUM OF 3 FEET OF SPACE IN FRONT OF THE WINDOWS WHERE THE SCREENS ARE BEING REMOVED!!!

WINDOW WASHING NOTICE

PLEASE BE ADVISED THAT THE **EAST BUILDING** WINDOWS WILL BE WASHED ON TUESDAY, JUNE 17, 2014 WEATHER PERMITTING. **IF YOUR WINDOW HAS NOT BEEN SATISFACTORILY WASHED BY CLOSE OF BUSINESS ON TUESDAY, JUNE 17, 2014 PLEASE CONTACT THE MANAGEMENT OFFICE BY WEDNESDAY MORNING.**

THE REMOVAL OF THE WINDOW SCREENS WILL TAKE PLACE ON TUESDAY JUNE 10 THRU THURSDAY, JUNE 12, 2014.

SCREEN REMOVAL	-	JUNE 10, 11 & 12
WINDOW WASHING	-	JUNE 17
SCREEN REPLACEMENT	-	JULY 8, 9 & 10

A SIGN UP SHEET WILL BE AVAILABLE AT THE FRONT DESK FOR THOSE THAT WILL REQUIRE ASSISTANCE IN REMOVING THEIR SCREENS.

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