



RANCHO MANAGEMENT SERVICES (B.C.) LTD.

Property Management Specialists

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MEMORANDUM

TO: All Owners/Residents of
Strata Corporation VR1428 - "555" – West 14th Avenue

FROM: Patrick Frechette, Property Manager

DATE: Tuesday, January 20th, 2009

RE: WINDOW WASHING (RESCHEDULED)



Please be advised that the window washing has been re-scheduled. A *Space Window Cleaning* will be on site to clean the windows on the following date(s):

*Wednesday, January 28th, and
Thursday, January 29th, 2009
between the hours of:
8:00 a.m. to 5:00 p.m.*

You are requested to leave your gate door that accesses your patio unlocked! Please be aware of the window cleaners working outside the building and ensure that all windows are closed during this time. You may wish to also have your blinds closed. In addition, we ask owners to **remove any screens and cover any patio furniture and accessories to avoid spillage.**

Thank you in advance for your cooperation and consideration in this matter.

Should you have any questions or concerns, please do not hesitate to contact the undersigned.

Yours truly,
RANCHO MANAGEMENT SERVICES (B.C.) LTD.
Agent for the Owners

Per:

Patrick Frechette
Property Manager
Direct line 331-4262
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PF/np