
J & H ASSET PROPERTY MGT., INC.

22880 SAVI

RANCH PKWY, YORBA LINDA, CA 92887
TELEPHONE (714) 974-0397 • FAX (714) 283-3225

TO: ALL OUR VAUED RESIDENTS
FROM: JAMES JOFFE / THOMAS PACELLI
SUBJECT: TEMPORARY EMERGENCY POLICIES – COVID-19
DATE: MARCH 13, 2020

Nothing is more important to us here at J & H Asset Property Mgt., Inc. than the health and safety of our employees and the residents of our communities. Our state and nation are taking precautions to stop the spread of coronavirus (COVID-19) by limiting and or banning large gatherings. To support these efforts and to limit the potential exposure of the COVID-19 virus to our residents and employees we are temporarily closing the common recreational areas (pool, clubhouse, spas, gyms, etc.). We will also limit face to face interaction between our on-site office staff and our residents by closing the offices to all but the most necessary encounters with residents, vendors, and other visitors. The community staff members will be present in their offices, but we ask that you not visit the community office unless absolutely necessary.

Please pay your park rent and utility payments either online, by U.S. Mail, or by putting your non-cash payments into the office mail slot. The office staff will happily receive your telephone calls, emails, and other written correspondence in the usual ways (office mail slot drop or US Mail). If you are offering your home in the community for sale, please call the park office and we will instruct you how to have your prospective buyers and your sales agents on how to most easily acquire an application for residency or prospective purchaser package. These policies will remain in effect until further notice.

By limiting congregation in the recreational buildings and pool areas we are hoping to limit the potential spread of the COVID-19 virus among the residents and staff of our communities. Your kind compliance and acceptance of these preventative measures will be greatly appreciated. Hopefully, the need for such emergency measures will soon pass and your full enjoyment of the facilities will safely resume.