



## ESPLANADE GARDENS, INC.

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OCTOBER 15, 2024

### **TO ALL SHAREHOLDERS BUILDING 1 (2541 7<sup>TH</sup> AVE) AND BUILDING 5 (720 LENOX AVE)**

PLEASE BE ADVISED THAT YOUR INTERCOM SYSTEM IS NOW **FULLY OPERATIONAL** AND YOUR LOBBY DOORS WILL BE CLOSED **EFFECTIVE MONDAY OCTOBER 21, 2024**. ALL KEY FOBS HAVE BEEN DISTRIBUTED TO THE SHAREHOLDER OF RECORD. ADDITIONAL KEY FOBS FOR OCCUPANTS ON YOUR INCOME AFFIDAVIT CAN BE PURCHASED AS FOLLOWS:

AGES 13-17 YEARS	\$25.00
AGES 18 AND OLDER	\$50.00

REMINDER: THE INSTRUCTIONS FOR USE ARE AS FOLLOWS:

1. WHEN THE PHONE RINGS AND YOUR GUEST ANNOUNCES THEIR ARRIVAL REQUESTING ENTRY, PRESS THE # 9 ON YOUR PHONE.
2. IF YOU ARE ON A CALL, PRESS FLASH TO GO TO THE CALLER AND FOLLOW STEP 1.
3. THIS WILL OPEN THE DOOR AND AUTOMATICALLY DISCONNECT THE CALL

IT IS OF **EXTREME IMPORTANCE** THAT YOU ADVISE YOUR GUESTS OF YOUR APARTMENT NUMBER.

IF BY CHANCE YOUR NUMBER DOES NOT APPEAR IN THE DIRECTORY, PLEASE CONTACT THE MANAGEMENT OFFICE IMMEDIATELY.

**NOTE:**

YOUR PHONE NUMBER **WILL REMAIN ANONYMOUS** AND WILL NOT BE MADE AVAILABLE TO ANYONE USING THE SYSTEM AT ANY TIME.

THANK YOU FOR YOUR ATTENTION.