



|                             |                     |
|-----------------------------|---------------------|
| <b>Date of Incident</b>     | 12-31-2020          |
| <b>Prepared By</b>          | Alison Snyder       |
| <b>Property</b>             | Park at Westminster |
| <b>Time of Incident</b>     | 12:30:00            |
| <b>Location of Incident</b> | Apt E65             |

|   |
|---|
| <b>Description of Incident</b>  |
| Eric Ryan of Apt E65 reported to Mike Lang in the office that he received a positive covid test result.                             |
| <b>Corrective action taken at the time of the incident</b>  |
| Mike notified Alison Snyder. Alison then notified Lori Kolinchak and Brian Kroker to schedule cleaning of the building              |
| <b>What we have done related to Customer Service and helping the resident, if anything?</b>   |
| Advised of self quarantine requirement. Arranged pick up of trash with resident when needed. Wished him well and a speedy recovery. |
| <b>Witnesses names and phone number</b>   |
| Eric Ryan 484-678-9034  |
| <b>Is criminal activity involved</b>  |
| No  |
| <b>Was there security camera footage of this incident?</b>  |
| No  |
| <b>Link to security footage video in Box</b>  |
| http://   |

