



-You Are On Notice-

July 6, 2022

Aquil Jones
Gateway Towers
3800 Gateway Drive Apt 225
Philadelphia, PA, 19145

FROM: Lisa Shuler, Assistant Community Director

RE: Unauthorized Occupant

We have received a report from a resident that you have an unauthorized occupant living in your apartment.

This occupant is not on your lease. Unauthorized occupants are not allowed per your Lease Contract, In order for her to become an authorized occupant, she must be added to your Lease Contract, or must vacate the premises. Please stop by the Leasing Center within 48 hours to complete the necessary paperwork, otherwise we must file for eviction.

Be aware that this unauthorized occupant may not use any of your access devices and may not attempt to use any of our amenities. In addition to your responsibility for following all Lease rules, it is important to remember that you are also responsible for the action of other occupants of your unit, including children, and guests.

Please stop by the Leasing Center within 48 hours to complete the

necessary paperwork. If you have any questions, please feel free to contact the Management Office at 215-463-5566. Thank you for your cooperation.

Yours,

Lisa Shuler

Assistant Community Director, Gateway Towers

Call office 215-499-7151, email

gatewayenclavesmanager@lindyproperty.com