



**-You Are On Notice-**

August 1, 2023

Marquita Wright  
Gateway Towers  
3700 Gateway Drive  
Philadelphia, PA, 19145

FROM: Melissa Verdon, Community Director

**RE: Leaving Trash in Laundry Room**

We have received a report from Maintenance that you have been leaving trash in the laundry room. You are not permitted to leave trash in the in the laundry room as it not only causes odors, but also causes infestation. Per your Lease Contract, "Prohibited Conduct," we are requesting that steps be taken to properly dispose of your trash. **You are assessed a fine of \$250 for clean up charges.**

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

Yours,

**Melissa Verdon**

Community Director, Gateway Towers

Call office 215-463-5566, email

[gatewayenclavesmanager@lindyproperty.com](mailto:gatewayenclavesmanager@lindyproperty.com)

