



Access Needed

December 16, 2024

William Nichols, William Nichols, and Rebecca Ampofo
Enclaves
3900 Gateway Dr
Philadelphia, PA, 19145

FROM: Melissa Verdon, Community Director

RE: Access Needed to Your Apartment to Install Windows

This is to inform you that our Window installation vendor will be stopping by **Thursday, December 19, 2024**, between **9:00 am** and **2:00 pm** to install new windows. They will be installed from inside the apartment. Appointments for this installation cannot be accepted. You do not need to be present for the inspection, however we need to ensure that we have access to your apartment.

Should you have any questions, please feel free to contact the Management Office at 215-463-5566. We apologize for any inconvenience this may cause. Thank you for your cooperation.

Yours,

Melissa Verdon

Community Director, Enclaves

Call office 215-463-5566, email

gatewayenclavesmanager@lindyproperty.com

