



Access Needed

October 3, 2023

All Residents
Gateway Towers
Bldg B: 3700 Gateway Drive
Philadelphia, PA, 19145

FROM: Melissa Verdon, Community Director

RE: Preventive Maintenance Walk Through

Dear Resident,

We will be conducting a routine inspection of your apartment on **Friday, October 6, 2023.**

The inspection will take place between **9:00 am** and **4:00 pm.**

We will be checking for things such as:

1. Unreported maintenance issues
2. Damage to the property
3. Smoke detectors - installed or missing?
4. Carpet assessment
5. Cleanliness of the apartment

6. Filter replacement

This is a mandatory inspection and we must be able access your apartment on the above mentioned date. Also please do crate your dog, if you have any in the unit.

Should you have any questions, Please contact our Management office at 215-463-5566.

Yours,

Melissa Verdon

Community Director, Gateway Towers

Call office 215-463-5566, email

gatewayenclavesmanager@lindyproperty.com