

Dear Tenants,

As you are aware, there are growing concerns regarding the potential spread of the Coronavirus (COVID-19) within the U.S.

At this time, we have engaged with our third-party janitorial provider to proactively implement enhanced cleaning and sanitation efforts in the common areas of commercial buildings including door handles, elevators, drinking fountains, and restrooms. In addition, hand sanitizer stations have been ordered and will be installed in building lobbies.

We will stay abreast of new developments pertaining to this issue and will remain proactive and diligent in addressing any impacts on our buildings and tenants.

The following link to the CDC website is a good resource, and provides guidance for businesses responses: <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-business-response.html>

Additional resources include: [WHO](#), [CDC](#), and your local health authority ([Ohio](#)).

Please don't hesitate to reach out should you have any concerns.