

Based on recommendations from the federal and state government, the CDC and others, as well as other world leading health organizations, we are taking the following measures in addition to our existing cleaning, disinfecting and maintenance policies:

- Increased frequency and deep cleaning of hard surfaces in common areas;
- Signage posted in common area facilities to educate you on how to prevent the spread of infection;
- Our staff is equipped with masks, disposable gloves, and disinfectant and has been instructed to properly discard gloves and masks after each use;
- Our staff is cross trained to ensure critical building functions are maintained during this crisis;
- Our staff have been instructed to stay home if they or anyone else in their household are feeling sick;
- Limiting resident contact with our leasing & management offices to phone calls and e-mails; and
- Closure of all common facilities, except for laundry facilities, until further notice.

We also encourage all residents to make their rental payments online at [https://www.paylease.com/registration/pay\\_portal/27591820/ACC?vpw=1280&crd=1](https://www.paylease.com/registration/pay_portal/27591820/ACC?vpw=1280&crd=1). Payments can be made with a personal check, money order, debit card or credit card. You can also mail your payment or use the drop box located at the entrance to the leasing office. As a valued resident, we appreciate your continued support.

Remember that we are in this together and with each other's cooperation we will get through this.