Circular No.: 18-068

Date: 5 April 2018

# To: ALL RESIDENTS

Subject: **BIODEGRADABLE PLASTIC BAGS FOR GARBAGE DISPOSAL**

We would like to inform all unit owners/residents that you may now claim from the Concierge your complimentary 100 pieces of biodegradable plastic bags for the 2st quarter of the year.

Should residents wish to get more than the allocated number, they may purchase additional trash bags for a minimum of 100 pieces at cost for Php50.00 at the Admin Office.

We would also like to take this opportunity to remind everyone in the observance of proper waste disposal when using the garbage chutes:

* Food and residual wastes should be directly disposed of inside the garbage chute.
* Use only small garbage bags or bundles to avoid clogging the chute.
* All garbage bags should be properly tied before disposal.
* Bottles and paper/cartons may be left inside the garbage rooms to be picked up by the housekeeping team.
* Leaving garbage bags on the floor just outside the garbage room is strictly prohibited, as the foul smell permeates the hallways.

We hope for your continued support and cooperation in this initiative.

Thank you.

**THESS M. FLORES**

Head Property Manager