Circular No.: 18-071

Date : 07 April 2018

# To : SAN LORENZO TOWER RESIDENTS

Subject : **PREVENTIVE MAINTENANCE OF ELECTRICAL FACILITIES**

As part of our building maintenance efforts to ensure reliability and efficiency of our power supply, we will have our annual preventive maintenance of the building’s electrical facilities by Power Partners and General Services, Inc. and Manila Electric Company (MERALCO). Please refer to details below:

**April 11, 2018**

|  |  |  |
| --- | --- | --- |
| **Area**  | **Time** | **What to Expect** |
| **Elevators** | **8:30 AM to 9:00AM** | •All Elevators will be out of service / You may use the fire exit stairwell during this time |
| **05:40 PM to** **06:10 PM** | •All Elevators will be out of service / You may use the fire exit stairwell during this time |
| **Residential Units** | **8:50 AM** | •There will be approximately 15 seconds of power interruption |
| **6:00 PM** |

**April 12, 2018**

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| --- | --- | --- |
| **Area** | **Time** | **What to Expect** |
| **Elevators** | **8:30 AM to** **10:00 AM** | •All Elevators will be out of service / You may use the fire exit stairwell during this time |
| **10:00 AM to 12:00 PM** | •Only 2 Elevators will be operational |
| **12:00 PM to 1:30 PM** | •All Elevators will be out of service / You may use the fire exit stairwell during this time |
| **Lobby, Offices & Basement Levels** | **8:40 AM to** **10:00 AM** | •Total black-out / Emergency Lights will be provided on some areas |
| **12:10 PM to 1:30 PM** |
| **Residential Units** | **8:50 AM** | •There will be approximately 15 seconds of power interruption |
| **12:10 AM** |

•We advise that arrangements be made to ensure that power supply of refrigerators and freezers are monitored to avoid spoilage and other sensitive home appliances in case of electric transfer delays.

Amenities will also be closed on the dates/time provided below:

|  |  |  |
| --- | --- | --- |
| **Date** | **Time** | **Amenities Closed** |
| **April 11, 12 and 13** | **8:00 AM to** **6:00 PM** | Express Gym, Laguna Pool / Kiddie Pool, Laguna Social Hall, Main Gym, Pilates Studio,Dance Studio, Main Pool/Kiddie Pool, Trag Main Hall/San Lo & Manila Social Hall, Game Room / Indoor Kiddie Room, Skydeck/Conference Room,Pilates Studio, Manila Social Hall, Skydeck/Conference Room |

No Bookings will be accommodated from 8AM to 6PM as there will be no power on the said areas.

The power shut down is necessary to ensure the safety of the technicians during the servicing of the said facilities. Please understand that this activity is for the benefit of all the residents to prevent occurrence of any untoward incidents with respect to our electrical facilities.

Thank you for your usual understanding and patience.

**For and on behalf of The Residences at Greenbelt Condominium Corporation**

**ADETTE S. JUSTO THESS M. FLORES**

Property Manager, San Lorenzo Tower Head Property Manager