Dear Tenants,

On December 21, 2010 at approximately 9:30 P.M. a fire broke out in the Midtown mall located at 17 Chenango Street. The fire and subsequent fire fighting activities which occurred over the next 72 hours has directly impacted our office complex. We are doing everything in our power to accommodate all of our tenants needs. We understand the urgency to remove personal and confidential property as well as access for insurance adjusters. However, we first need to insure the safety and well being of everyone. Here are the steps we are taking.

- Building has been secured. Exterior entry locks have been changed
- Front of building and sidewalk has been barricaded with a chain link fence to restrict access
- All entry must be through the pedestrian walkway entrance (located on the NORTH side of the building
- We have engaged an engineering firm to conduct all necessary test
- All building systems are undergoing testing and evaluation

Once all of these action items have been addressed, we will begin to coordinate with all of our tenants and their insurance adjusters/vendors. We will require all of our tenants insurance information for our records. Additionally, we require insurance certificates from your insurance carrier and clean up/moving vendors prior to commencing work.

Please continue to check our website for updates.

Warm regards,

Mark B. Yonaty

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