

## **MEMORANDUM**

TO: All Contractors  
FROM: Tidemark Management  
DATE: July 7, 2016  
RE: Hallway Cleanliness

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Apartments under construction need to place a mat on the exterior of the apartment front door. This mat needs to be removed and the area needs to be cleaned daily.

Please be advised that effective immediately we will begin charging a cleaning fee on an as need basis the amount to be determined depending on the need. We will check all the areas at 5pm daily and whenever we see that the area outside of the apartment is dirty, we will call the contractor to advice and will proceed to clean the area and deduct the fee from the construction deposit.

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Contractor Signature

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Unit #

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Date