



THE GRAMERCY RESIDENCES

AT CENTURY CITY

<i>TO:</i> ALL UNIT OWNERS AND RESIDENTS	CIRCULAR	<i>DATE:</i> June 15, 2024
<i>FROM:</i> PROPERTY MANAGEMENT OFFICE		<i>NO.</i> TGR-BC-202406-03
<i>SUBJECT:</i> HOLIDAY ADVISORY FOR JUNE 17, 2024		

In observance of holidays in the Philippines, please be informed that building offices will follow the schedule below:

Date	Holiday	Building Operation
June 17, 2024 (Monday)	Eid'l Adha ¹	<ul style="list-style-type: none">• Property Management Office and Accounting Office are closed• Concierge, Engineering, Security and Housekeeping are on skeletal workforce

Moreover, please be guided of the following:

1. Fit out and renovation works are not allowed during the holiday.
2. Gate pass for pull out must have prior approval from the PMO before the close of its office.
3. Ensure that unit is secured: plumbing and electrical appliances/devices are turned/switched off before leaving on vacation.

Residents may contact the concierge desk via intercom or call 8888-4726 for assistance.

Thank you for the usual support.

PROPERTY MANAGEMENT OFFICE

¹ Proclamation No. 579, Series of 2024.