

FIRST PROPERTIES LLC

760 N. Ogden Ave.  
Chicago, IL 60622

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www.condomanagement.com

August 21, 2006

TO: ALL RESIDENTS  
VANGUARD LOFTS CONDOMINIUM ASSOCIATION

RE: ACCESS TO THE PROPERTY

FR: Loretta Wheeler, Property Manager *LW.*

**IMMEDIATE RESPONSE REQUESTED**

On August 21, 2006 work began on the installation of an access control system for the building. Entrances to the building, the east and west doors to the bicycle- storage room, the rear entrance door and the garage entrance door will all be controlled by using Fob readers. This will improve the overall security of the building in many ways. Most important, if a fob reader is lost or stolen, it can be immediately erased from the system instead of changing all the cylinders in the building and issuing new keys.

Two Fob readers will be issued to a unit. If a Unit Owner desires to purchase additional fobs, the cost will be \$10.00 per fob.

If you need to purchase an additional fob, please fill out the bottom portion of this letter and slide it under the door of unit 312 at 1250 W. Van Buren or fax or e-mail your request to me. **Please respond to this letter by Wednesday, August 23, 2006 at 12:00 noon.** I am giving short notice so you will need to respond immediately.

Notices will be posted in the building as to when all Residents can sign and pick up the key fobs. For the convenience of all Residents, the keys will be distributed at the building, not mailed or picked up from the office of First Properties. **DO NOT TOSS YOUR OLD KEY TO THE BUILDING SINCE YOU WILL STILL BE USING IT FOR ENTRANCE TO AREAS OF THE PROPERTY NOT LISTED ABOVE AND UNTIL THE NEW FOB SYSTEM IS UP AND RUNNING.**

If you should have any questions, please contact me.

E-mail address [lw@condomanagement.com](mailto:lw@condomanagement.com)

Fax # 312-829-8950

Phone # 312-829-8900 ext. 18

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I REQUEST \_\_\_\_\_ ADDITIONAL ENTRY FOBS

Signature \_\_\_\_\_ Unit # \_\_\_\_\_