

The Owners, Strata Corporation LMS 1866 Commercial  
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January 30, 2009

## **IMPORTANT NOTICE**

### **FOB REGISTRATION REQUIRED**

A new Commercial electronics access system has been installed. In order to include your FOB in to this new access system you must register your FOB prior to February 13, 2009, or your FOB will not be able to open the doors nor use the elevators after Feb 13, 2009.

#### **NEW ELECTRONIC ACCESS POLICY:**

- ALL electronic access cards / fobs must be registered to INDIVIDUAL holders.
- ALL electronic access cards / fobs not registered to individual holders will be deleted on Feb 13, 2009.
- ALL electronic access cards / fobs will automatically expire every two years, at which point, the individual holding the card will have to see the administrator in Room 288 to renew the card.

#### **REGISTER YOUR FOB AT THE ADMINISTRATION OFFICE**

The bulk of FOB information was registered during a walk around The Electra on January 23 and 25. Those of you who were not in or missed this opportunity, please see Terry in room 288 to register your FOB.

Many broken FOBs are returned to us. For \$5 you can exchange your FOB for a new electronic access card. This credit card sized card fits your wallet and can also hang on your key ring.

#### **YOUR FOB MUST BE REGISTERED BY FEB 13, 2009**

#### **CARDS NOT UPDATED BY FEB 13, 2009, WILL BE DELETED!**

THANK YOU,

MANAGEMENT