

MEMORANDUM

To: Residents of The Aston

From: The George Washington University

Date: December 1, 2007

Re: Summary of recent correspondence

John Ralls sent an email to Aston residents on December 1, 2007 with the following information:

Since I couldn't secure all GW Representatives for either of the dates you offered for the next week (Dec 3 or 5), I need to ask each of you to let me know if you would be able to meet on the evening of either December 10 or 11 with GW officials regarding building security.

Also, please be aware the 10th floor will no longer be accessible beginning Monday.

John

John Ralls sent an email to Aston residents on November 27, 2007, with the following information:

Thank you for your response earlier today regarding my 11-16-07 offer to arrange a meeting for all of you with various GW representatives regarding the issue of building security. I will check on availability for the nights you suggested (Dec 3 & 5) and followup shortly with you.

On a related note, since surplus furniture will be removed from vacant units over the next two days (Wednesday and Thursday), I need to repeat an earlier request that all personal belongings placed in the hallways or common areas of the building be returned to your apartment. This also includes any items which may have been re-located/stored in a vacant unit. Any items not removed from common areas, vacant units or other areas that are not within the leased apartments may be removed by the contractor as early as tomorrow. Please identify your belongings in other units to me by return email expeditiously before tomorrow morning

Finally, a sign will go up in the next few days in the lobby to inform contractors as to which units are occupied by residents. Per our previous discussions, it will not include names, phone numbers or any other personal information.

John

If you have any questions concerning this project, please contact John Ralls 202-994-3128 (office), 202-744-8648 (mobile) or <u>iralls@gwu.edu</u>.