

March 17, 2020

To Our Broadmoor Family,

As this health crisis continues to evolve and impact communities across the globe, we are adjusting to unprecedented restrictions on our daily lives. The safety of our community and staff is always at the forefront of every decision we make.

Our onsite leasing offices will remain open, but we ask residents to limit their office visits. Please use the Broadmoor resident portal to submit work orders and/or pay rent. If you prefer to pay rent by check, please use the drop slot at the leasing office. As always, you are welcome to contact our leasing office staff by phone, text or email for any of your needs or concerns.

In order to comply with CDC guidance regarding the community spread of COVID-19, we will implement the following policies. These policies will be in effect at 6pm, March 17 and remain in place through March 31.

**Resident Events and Non-Essential Community Amenities:**

- Fitness centers – closed
- Business centers – closed
- Clubrooms, including any previously scheduled events – closed
- Dog wash stations – closed
- Indoor pools – closed
- All storm shelters – open and available.

**Package Delivery:**

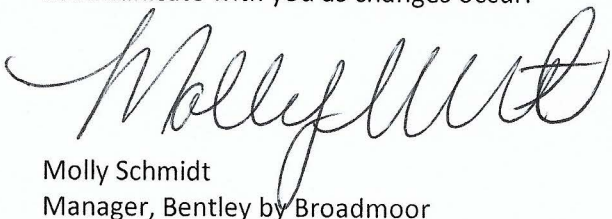
- Packages – Please call or text ahead when ready to pick up your package and you will be directed to the designated pickup area in the clubhouse.

**Work Orders:**

- Our maintenance teams will continue to perform work orders; however, if you are experiencing any symptoms, we ask that you please make us aware of your situation when placing your work order.
- In an effort to practice social distancing, please consider delaying any non-emergency work orders.

As we continue to monitor this development, and as we judiciously follow the guidance of the CDC and Public Health, we will communicate any necessary information.

The health, safety and well-being of our residents is always a top priority. During these unprecedented times, it is important for us to work together in keeping our communities safe for everyone. We will continue to communicate with you as changes occur.



Molly Schmidt  
Manager, Bentley by Broadmoor