

**S.S. Maguire Management LLC
P.O. Box 165
Hampton, NH 03843**

MEMORANDUM

TO: Owners and Tenants Residing at The Garrison Condominiums
FROM: S.S. Maguire Management
DATE: December 9, 2016
RE: Christmas Tree Removal – Tuesday, January 10, 2017

To All Owners and Tenants:

Please be advised that on Tuesday, January 10th, 2017, Pace's Tree Service will be onsite to pick-up, chip, and remove from the property all Christmas trees that are placed at the entrance of the Pet Area. Just drop your tree off at the entrance to the Pet Area on the weekend of January 7th and we will have it removed for you.

Any resident and/or tenant that would like to discard their tree prior to January 10th, please make sure it is discarded off the property and not into the property rubbish container or near the Pet area. If your tree is identified in the rubbish container or placed in the Pet area prior to the date noted above, there will be a fine imposed to you for not properly discarding your tree.

In order to avoid this problem, please place your Christmas tree in the Pet Area entrance no earlier than Friday, January 6th, 2017 or anytime during that weekend in order for them to pick up the trees on Tuesday, January 10th. No trees should be placed in this area prior to January 6th.

If there are any questions, please feel free to call the Management Office at 603.868.1262.

Thank you!