

# BIG SIX TOWERS, INC.

## BOARD OF DIRECTORS

59-55 Forty Seventh Avenue • Woodside, NY 11377 • (718) 898-7022 • Fax: (718) 397-1784



Dear Shareholders:

Please note, our employees (public safety, maintenance & power plant) are considered essential personnel and are continuing to work normal shifts to accommodate our residents needs during these challenging times.

Management personnel are working remotely and will answer emails and telephone calls from our residents.

In addition, Big Six Towers is asking shareholders to advise our employees if they are sick to ensure our personnel are not infected and are able to continue their services within the complex.

Shareholders and visitors are expected to ensure they are following recommended guidelines established by governmental organizations (CDC, NYS & NYC Departments of Health) regarding social distancing and mandated/voluntary quarantine.

Management & Public Safety will be calling residents on the emergency call list in order to ensure they are safe and if medical needs are met.

Please note, as a convenience to our residents, all of our laundry facilities will be open 24 hours per day/7 days a week.

Our One Call Now emergency system will be utilized only for urgent messages at this time.

We thank you for your cooperation.