

TENANT NEWS



Maintenance | Campus Updates | Events

Maintenance Requests

Please continue to reach out directly to your Facilities Manager to submit any and all maintenance requests. The facilities manager will then forward all requests to the Management Office.

Fitness Center

As the fitness center starts getting busier, we recognize there will be many new opportunities for improvement. Here are a few steps we are taking to ensure you are happy:

- Weekly towel service with hand and bath towels
- Shampoo, soap and conditioner in all shower spaces
- NEW HOURS:

Monday - Friday
5am – 9pm

Please remember to put back all equipment after each use. We thank you for your cooperation and wish you a great workout!

Welcome New Tenants!

Congratulations CytomX and Alector on the new move! We welcome you to The Cove!

Denali, Happy 3-month Anniversary!
Bon Appetit, Happy 1-month Anniversary!



Second Harvest Food Drive

As we get closer to the Holiday Season, HCP and CBRE have teamed up with a local food bank, Second Harvest, to help raise food and funds for families in need. Please help us reach our goal of \$7,500 and 450 pounds.

You can find the food donation bin on the ground floor of the tenant elevator bank. Or you can [donate online here](#).

Fed-Ex Drop Box

The mail room is now equipped with a working FED-EX drop box. Pick up is Monday –Friday, 4pm daily.

So. SF Scavenger Trash

[Click Here](#) to check out a list of items that are recyclable, compostable and trashable!