



TENANT BULLETIN

September 3, 2021

Amenities Resuming Services

Tenant Bulletin: Please pass onto all Employees

We are pleased to inform you of the following Livingston Place amenities that are resuming their services and business hours:

Fitness Centre will be returning to 24 hours, 7 days/week access for tenants starting Tuesday, September 7. Members are required to continue booking each gym visit through the member portal to allow tracking and to show usage each hour.

The Fitness Centre is planning the return of group exercise classes later in September, keeping in mind any potential further government regulation. More details to come.

Please visit our building website fitness page for more details about the Fitness Centre and their programs and resources: <https://www.livingstonplace.com/building/amenities/fitness>.

The Access Control Office will reopen for in-person service starting Tuesday, September 7. The Access Control Office is located on the Plus 15 level of 240FOURTH building and will be open Monday to Friday, from 8 a.m. to 12 p.m./noon, and from 1 p.m. to 4 p.m.

For safety, we have installed plexiglass shields and our staff will be wearing masks while interacting with the tenants. We are also asking only one person to access the office at a time. If on-boarding a larger number of employees, please coordinate with Susan Blackwell, our Access Control Coordinator.

For more information, or to schedule an appointment, please contact Susan Blackwell at accesscontrol.calgary@quadreal.com or 403-202-7518.

Shipping and Receiving Office will resume deliveries to tenants also starting Tuesday, September 7. For safety, we have reduced the number of deliveries to one in the morning and one in the afternoon, and our staff will be wearing masks.

The Shipping and Receiving Office is located in the Loading Dock and will be open Monday to Friday, from 7 a.m. to 5 p.m. and deliveries schedule will be as it follows:

Deliveries South Tower: 10 a.m. to 10:30 a.m. and 1 p.m. to 1:30 p.m.

Deliveries West Tower: 10:30 a.m. to 11 a.m. and 1:30 p.m. to 2 p.m.

Pick-ups: 3 p.m. to 3:30 p.m.

For more information, please contact our Shipping and Receiving team at lpshippingreceiving@quadreal.com.

Regards,