



Dear Monthly Parkers,

Together, we are facing a truly unprecedented situation. The global coronavirus pandemic is affecting all of our families, our businesses, our communities, and our way of life. During this time, we wanted to reach out and update you on how we're approaching the situation at REEF.

First and foremost, our hearts go out to anyone who's been impacted by the virus, either directly or indirectly. Our thoughts are especially with those who are sick, to whom we extend our heartfelt wishes for a full recovery. And we're truly inspired by the selfless healthcare workers around the world who are on the front lines working tirelessly to care for people in need.

As we prepare for re-opening the following preventative policies are being facilitated at your parking facility.

- The garage staff will be equipped with facemasks, gloves, hand sanitizer and disinfecting solutions as they perform their daily tasks.
- Each day before their shift our staff will have their temperatures taken and a health questionnaire filled out to ensure our team is healthy when they report.
- High touchpoint areas in the garage will be wiped down routinely with appropriate cleaning products.
- Signage, including floor markings, will be placed throughout the facility to ensure social distancing is maintained. Areas to be included are payment sections and elevator lobbies.
- In properties where valet parking was utilized there will be a shift away from this. The initial goal is to allow all patrons to self-park their vehicles. If valet or attendant assist is required our attendants will have the following supplies available:
 - Steering wheel covers
 - Seat covers
 - Floor mats
 - Key bags
 - Sanitary wipes to wipe down door handles and the interior of vehicles

In addition to the various measure being taken we will be implementing a new contactless payment system, REEF Mobile, at this property for daily parkers. This is an app based payment system which provides the ability to purchase parking with no interaction with on-site equipment or a cashier. This is another option to provide a safer service for all.

Please be assured our number one priority during this time is the health of our patrons and staff. We are confident the measures being taken will help in this endeavor.

If you have any questions or comments please feel free to reach out to us.

Respectfully,

Reef Parking Management