



THE HOME PAGE

February 2015

THE GATEWAY

460 Davis Court, San Francisco, CA 94111

PHONE ADMINISTRATION

24/7

415-434-2000 Fax 415-989-5034

SERVICE COORDINATOR

LaVerne Smith 434-5707

LEASING

415-434-5700 Fax 415-403-5739

LEASING PROFESSIONALS

Shirley Lau
Leasing Administrator 434-5701
Rivera Anderson 434-5714
Patrick Mulligan 434-5716
Eileen Chun
Leasing Administrator 434-5704

FITNESS CENTER 616-8800

TENNIS/SWIM CLUB 616-8802

LAUNDROMAT

Vista West 693-9478
Vista North 989-0915
Vista South 986-1963
Vista East 989-3124

Desoto Cab Sentex Code #888

OFFICE HOURS

LEASING

9:00 a.m. - 6:00 p.m. 7 Days

ADMINISTRATION & SERVICE

8:00 a.m. - 5:00 p.m.
Monday - Friday

www.thegateway.com

The Gateway will again offer Dynamic Parking from 12:01 a.m. on Friday, 2/13/15, through Monday, 2/16/15, at 11:59 p.m.:

\$75 for one day \$120 for two days \$150 for three days

If you lease a parking space in The Gateway garage please provide the make, model and license plate number for your current vehicle. Please visit the administration office reception desk where you may complete a short form that will provide a current record for your vehicle. Please prominently display your parking tag inside your vehicle when you park in the garage so that The Gateway patrol can easily identify it. Unidentified, incorrectly parked vehicles may be subject to towing without notice.

If you are expecting an invitee, please remember to complete an Admit form before he or she arrives. Admit forms are available at the reception desk in the administration office. The Admit form will allow our staff to admit your invitee per the terms of your lease. Absent an Admit form, The Gateway will not admit anyone to your apartment. Admit requests must be made in person or by e-mail. We do not accept telephone requests for Admits to Gateway apartments.

Please remember that the package rooms cannot accommodate a large volume of delivered packages. Packages must be retrieved on a timely basis. Policies and procedures regarding the acceptance and retrieval of packages are as follows:

- ❖ The Gateway accepts signature-required, non-perishable, average-sized packages on your behalf when you are away from home. Average-sized packages are packages that are 36 inches or less in length and/or 50 pounds or less in weight.
- ❖ Accepted packages are stored in the Package Room that is located in the lobby of your building.
- ❖ Packages should be retrieved from the Package Room within two (2) days.
- ❖ Packages may be retrieved daily from 8:00 a.m. to 8:00 p.m.
- ❖ Door Attendants will retrieve packages when they are on duty.
- ❖ The Patrol Staff will retrieve packages when the Door Attendants are not on duty.
- ❖ Call **415-434-2000** between 8:00 a.m. to 8:00 p.m. for assistance retrieving packages when the Door Attendants are not on duty or not available.
- ❖ Signature-not-required, perishable, over-sized and/or over-weight packages will not be accepted.
- ❖ Delivery services can deliver signature-not-required, perishable, over-sized and/or over-weight packages directly to your apartment when you are at home to accept the delivery.

When you enter the front door to your building, please be aware of persons who may attempt to walk into the building behind you without using their KAC card. Intruders have accessed the buildings by following residents into the building. For your reference, many high school students have gained access and continue to gain access to take photographs from the roofs of the buildings, particularly Vista South. Please remember that The Gateway buildings have controlled, not secure, access. Your help in excluding those persons not authorized to enter your building, is greatly appreciated.

TRASH TALK

There seems to be agreement that recycling and composting are critical if we are to save our environment. We've given you some ideas on what to do and how to make it easier. Now it's your turn. We really need your help. There are still some neighbors who are not participating. How do we get through to them? I'm not ready to start knocking on doors but perhaps you have some ideas.

Is there something that management might do to educate and encourage all residents to join the effort? Something I could do? Or you!! Please let me know your thoughts.

Bob D gateway.recycles@gmail.com

Save our environment: **RETHINK- Reduce, Reuse, Recycle**