



THE HOME PAGE

August 2016

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 Manager 434-5701

Rivera Anderson 434-5714

Eileen Chun

Leasing Administrator 434-5704

Vincent Clerou 434-5703

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 August 12 thru August 21, August 26 thru August 28, and August 30 thru August 31. The cost will be \$40 per day.

As a reminder the Gateway would like to remind our residents and their guests of the quiet time observed is 10:00 PM to 8:00 AM.

Package deliveries have increased with various online vendors. The package rooms cannot accommodate the volume of delivered parcels unless they are 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 otherwise they will be sent back.
 - 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.
 - In an effort to increase Patrol time we highly encourage you to pick up your packages when the doormen are on duty.
 - **Signature not required, perishable, over-sized and/or over-weight packages will not be accepted.**
 - **Delivery services can directly deliver signature not required, perishable, over-sized and/or over-weight packages to your apartment when you are at home to accept the delivery.**
- ****Please provide clear instructions to the vendor that the food items must be delivered to the front door of your apartment and not left on the bench on your floor ******

Compost

Friendly ground rules regarding compost: include all food scraps like meat and bones, fruit and vegetables, soiled paper, napkins, paper towels, newspaper, miscellaneous items such as cooking string or twine, cheese cloth, tooth picks, wooden skewers, and, of course, anything labeled "compostable." A good rule-of-thumb: If it was once living matter it's probably compostable (cloth excluded). And just in case the point hasn't been made - NO PLASTIC - hard or soft - EVER in the compost!

If you have any questions regarding what is compostable and what is not please visit the <http://www.whatbin.com/> to determine how you should dispose of the item.

As a reminder there is a **Recycle for Change** donation box in each apartment building. They accept the following items: clothing, shoes, handbags, backpacks, suitcases, toys, bedding towels, & books. They will not accept furniture, items that do not fit in the drop off box, hazardous waste, or any electronics in non-working condition.

The donation boxes are located as follows:

Vista West – On the lobby level area between the mailboxes and the entry way to the garage

Vista North – On the basement level next to the recycling area in the garage

Vista South – On the second floor in front of the elevators

Vista East – On the lobby level in the next to the recycling area in the garage