

= 8350 Hickman Road = Suite 201 = Clive = Iowa 50325

- spm@spmiowa.com - (515) 251-7332

May 17, 2018

To: All Cobblestone Tenants

Schoenauer Property Management would like to take a moment to thank all of our Tenants and their employees for taking pride in the appearance of our properties and your businesses. We would like to take a moment to address a couple of issues.

Recently there have been a few concerns presented to us regarding smoking in the front of the stores. There have also been a few specific complaints from your customers and clients regarding cigarette butts littering the sidewalks in front of the stores. To encourage a clean business front we request the business employees utilize the smoking areas at the rear entrances of the buildings. It is **Prohibited** to smoke within 50ft of the building and **Never Never** inside of the buildings (including garages).

We ask everyone to respect the parking spaces provided. Please leave as much store front space as you can for your customers and the neighbors' customers as well. If overnight parking is necessary park out towards the outer section of the parking lot and limit the overnight vehicles.

Again, we appreciate all your team effort in helping us! If you have any suggestions, we appreciate all your comments and concerns in making our properties a great place for your customers and clients to come and visit.

Russell Schoenauer, Sr. Schoenauersr@yahoo.com