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April 30, 2020

We're Associates Tenant Bulletin - Novel Coronavirus (COVID-19) - Update

We have received a few e-mails from tenants asking what we are planning on implementing in their buildings.

On April 26<sup>th</sup>, Governor Cuomo outlined a phased plan to re-open New York (<https://www.governor.ny.gov/news/amid-ongoing-covid-19-pandemic-governor-cuomo-outlines-phased-plan-re-open-new-york-starting>), which will be implemented on a regional basis. *Neither the Governor nor the State has issued any mandates regarding the operation of office buildings.* If there are requirements imposed on building owners, we will implement such requirements.

**Please be advised that the April 26th announcement indicated the government may impose requirements on employers and individuals.** We will expect all tenants and their employees, invitees, visitors and vendors to meet any such requirements. For example, currently all individuals must wear masks or cloth face-coverings if social distancing requirements cannot be met.

Our buildings have remained open, and we will continue to operate them in accordance with our lease obligations. At this point, nothing has changed with respect to our building operations since our last communication. We will continue to monitor announcements from the State and public health authorities; any changes in building operations or rules and regulations will be communicated to you.

If you have any questions, please contact our service department. Please do not contact any other department of We're Associates since they are not in a position to answer any questions regarding operation(s) of the Building during this period. We have instructed all non-service department employees to refer all inquiries to the service department.

Information regarding Governor Cuomo's Executive Orders can be found at the following website: <https://coronavirus.health.ny.gov/home>

Be safe and well.

We're Associates, Inc.  
Managing Agent

Lake Success Quadrangle

Jericho Quadrangle

Huntington Quadrangle

Westbury Quadrangle

Carle Place Quadrangle

Corporate Quarters I and II

Corporate Center