



MEMO

TO	SUNSET TOWER TENANTS
FROM	OFFICE OF THE BUILDING
DATE	APRIL 6, 2011
RE	SECURITY ALERT

As many of you are aware, our building went on lock down mode early yesterday evening due to a threat we received from the Los Angeles Police Department.

The information we received is that a disheveled looking, transient man has made threats to harm himself and as many other people as possible. This man has an arrest history, history of violence, and is considered armed and dangerous.

Security has his photo on file and we have added an additional officer to assist with perimeter patrols. We have LAPD on high alert and defectives are working on this case. We also have the benefit of the Business Improvement District's security that is well aware of this matter and will be communicating with all teams as they do their patrols in the surrounding area.

Given this, we are taking this matter seriously and we will be continuing to maintain the building on lockdown. The Sunset entry will be manually locked and will only be opened for building deliveries. The parking garage side entry will be card access only. We understand that this may be an inconvenience for those that do not normally carry their cardkeys to work during normal business hours but we ask for everyone's participation to cooperate with this procedure until further notice. Please inform all employees regarding this.

We will continue to update you with any changes that develop throughout the day.

Please feel free to contact the management office with any questions regarding this matter at [REDACTED] and we appreciate your cooperation.

Thank you.