

To: Hampton Management Clients
Date: Friday, March 20, 2020
Re: Corona Virus – COVID 19 Protocol

Due to the worldwide public health crisis and the current state of emergency, Hampton Property Management Services will be performing all agent duties remotely, effective Monday, March 23, 2020.

The staff will be able to access emails and phone messages under the normal business day work hours, which are Monday through Friday, 9:00 a.m. to 5:00 p.m. All calls and emails will be addressed within a 24-hour period. Please continue to call (973) 790-1200 for all daily communications. For after hour emergency matters, which are considered to be an immediate danger to a specific unit, or the overall property you may call (800) 267-1673 and a team member will get back to you.

We encourage our residents to watch your local news or other media outlets for information and updates. We also recommend that the use of all common area amenities (gyms, clubhouses, activity rooms, TV lounges, playrooms, etc.) be suspended until further notice. This would be inclusive of any non-emergency contractor work inside units.

With regards to your monthly payments, please note that there may be a delay in deposits as some banks have already began closing or shortening their hours.

Additional information regarding COVID-19 can be located by visiting the CDC's main website at www.cdc.gov.

Please Be Safe,

Hampton Property Management Services staff

