

DEL AMO CROSSING



On Site Management Team

BUILDING HOURS:

MONDAY - FRIDAY 8 AM - 6 PM

SATURDAY 9 AM - 1 PM

- Property Manager - Margaret Powell
- Operations Manager - Carolyn Williams
- Asst. Property Manager - Edith Castanon
- Chief Building Engineer - Randy DeJong
- Building Engineer - Ronald Johnson
- Building Day Porter - Karen, Isabel, Miguel
- Parking Manager - Eloisa Velasquez
- Parking Attendant - Rebecca Luna
- Security - Tammy Felder

New Tenants

We would like to welcome our new tenants

North American Fuel Company

House Institute Hearing Health

We are happy you're here!

UPDATES

We are currently working with our architect and design team to create a networking/common area/conference center for tenants to enjoy here at Del Amo Crossing. The area will include comfortable seating, reception area, workstations and a beverage center.

Further updates will be provided as we progress.



*Stop by the
Management
office on
Friday, 3/15
for a sweet
treat between
12 pm - 1 pm*



EARTH DAY

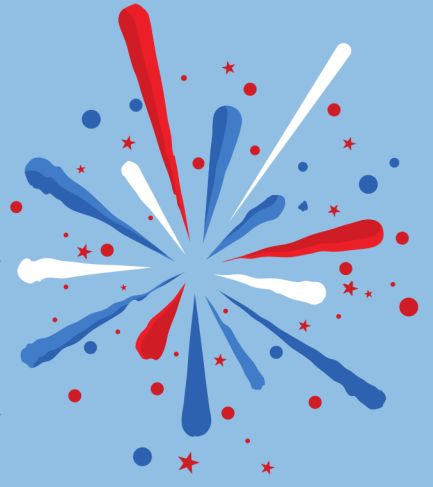
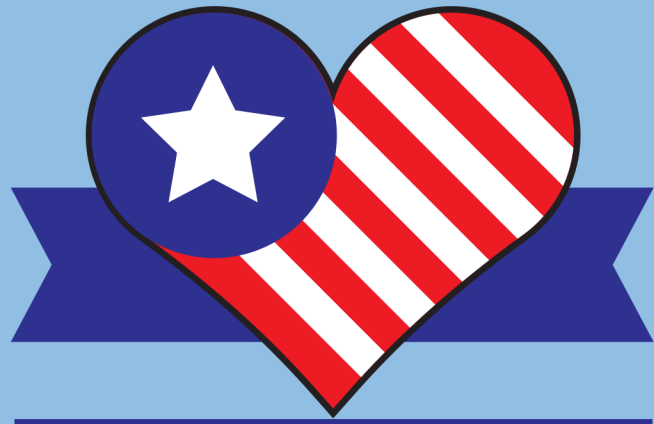
April 22, 2024





E-WASTE
Event on
April 23, 2024

For details please contact ecastanon@mullerco.com



MEMORIAL DAY

May 27, 2024

In observance of Memorial Day, the Management Office, Engineering Department, and Parking Office will be closed on Monday, May 27th. Janitorial Service will resume on Tuesday, May 28th. There will be no air conditioning to the building on May 27th, but should you require air conditioning please enter your request in the tenant portal by noon on Friday, May 24th. Prevailing rates will be charged to your monthly statement.

Should you have an emergency, please call Security (310) 614-5036. Have a safe and happy holiday!



Happy Anniversary



We would like to recognize the following tenants who will celebrate their Anniversaries of Tenancy in March, April, and May.

- Ashai Design
- Cortica
- ASA Digital
- Iraj Pessian & Associates
- Edward Jones (Suite 1125)
- Kaufman Dolowich LLP
- Edward Robinson
- EP Wealth Management
- Buena Vista Management
- Daicel
- Stellar Agency
- Block Advisors
- Counseling4Kids



Friendly Reminders



Parking Office

Office: (310) 540-3039

Office Hours: 8 am - 5 pm

Contact: Eloisa Velasquez

Email: Eloisa.Velasquez@abm.com



Rent - Rent payments are due on or before the 1st day of each month. In order to avoid late fees please mail your check to the lockbox at least five days prior to the due date: 21515 Hawthorne Owner, LLC P.O. Box 846909, Los Angeles, CA 90084-6909

Trash Bins - Please note our bins are only to be used for disposing of daily office trash and recycling items such as paper, plastic/glass bottles, cans, and broken down boxes (no E-waste items). Any office furniture (chairs, desks, file cabinets) or other bulky items will require you to order a bin for disposal.

Deliveries - Getting something delivered? All deliveries must be completed by 7:30 am or after 6:00 pm Monday - Friday, Saturday after 1:00 pm and anytime on Sunday. If a delivery company is being used, please contact the management office for vendor insurance guidelines that are required to be received prior to the delivery date. Please make arrangements with your delivery vendor to dispose of any large boxes.

Insurance - Please be sure to submit your most updated COI along with an Additional Insured Endorsement to us here at the management office or email it to ecastanon@mullerco.com We want to make sure our files are up to date.

Leasing Information - There are renewals coming up this year; if you have any questions concerning your renewal or would like to get a jump start, please contact Margaret Powell (310) 406-3730 or email mpowell@mullerco.com

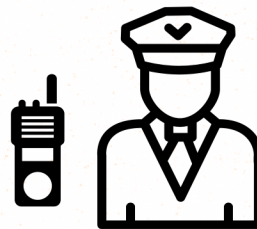
Management Office

(310) 406-3730



(310) 540-3039

(310) 614-5036



Service Requests

www.delamocrossing.com
Select "Tenant Log-In"

