

NEWSLETTER



BUILDING HOURS

Monday - Friday

8:00 AM - 6:00 PM

Saturday

9:00 AM TO 1:00 PM

Building Security 24/7

(310) 614-5036



ON SITE MANAGEMENT TEAM

Sr. Property Manager - Margaret Powell
Operations Manager - Carolyn Williams
Asst. Property Manager - Edith Castañón
Chief Building Engineer - Randy DeJong
Building Engineer - Jaimen Patron
Day Porters - Yolanda, Chad, Veronica
Parking Manager - Eloisa Velazquez
Security - Shoshonie Mitchell



www.delamocrossing.com





Mark your calendars for our E-Waste Event 4/20/26

In celebration of Earth Day our building will be sponsoring an E-Waste Event to allow all tenants and their employees to dispose of all their old office electronic equipment that have been sitting in office storage or in your closets at home. This includes all computers, monitors, keyboards, copiers, phones, TV's and other electronic devices. A separate memo will be sent out with more details.



A friendly reminder that Daylight Saving Time begins this weekend. Clocks will move forward one hour on Sunday, March 8th.



Please remember to adjust your clocks accordingly.



Del Amo Crossing Tenants

*We would like to thank
you for your business!*

We are happy you're here!



(310) 406-3730



21535 Hawthorne Blvd., Suite 100, Torrance, CA 90503



Happy *Anniversary*

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

- Cortica
- House Hearing
- Edward Jones (ste. 1125)
- EP Wealth Management
- TOI Management
- Buena Vista
- Daicel
- H&R Block
- Counseling4Kids
- North American Fuel Corp.
- Kaufman Dolowich & Voluck LLP
- Inter Shipping Line



Memorial Day



In observance of Memorial Day, the Management Office, Engineering Department, Janitorial Department and Parking Office will be closed on Monday, May 25th.



There will be no air conditioning to the building on May 25th, but should you require air conditioning please enter your request in the tenant portal by 11:00 am on Friday, May 22nd. Prevailing rates will be charged to your monthly statement.



Should you have an emergency, please call Security (310) 614-5036.



TENANT REMINDERS



Parking Office: (310) 540-3039
Office Hours 8:00 am - 5:00 pm
Contact: Eloisa.velasquez@abm.com

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 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, aluminum cans, and broken down boxes (no E-Waste items). Any office furniture (chair, desk, file cabinet) or other bulky items will require you to order a bin for disposal.

Deliveries: Getting something delivered? All deliveries must be completed before 8:00 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 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



Parking Services

(310) 540-3039

Building Security

(310) 614-5036



Service Requests

www.delamocrossing.com

Select "Tenant Log-In"

Notary Services



Edith Castanon ecastanon@mullerco.com