



GLENBROOK VILLAGE
HOMEOWNERS ASSOCIATION
B E T H E S D A, M A R Y L A N D

Managed by Site Management, Inc. 2141 Industrial Parkway. Silver Spring, Maryland 20904
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IMPORTANT NOTICE

The Glenbrook Village Board of Directors has approved the replacement of the four mailboxes found on our property.

The installation is scheduled to take place on or around March 9th. The current plan is to distribute the new mailbox keys to each owner/renter between March 3rd and March 11th. Several attempts will be made to deliver the keys to you. If there is any reason no one will be available to receive the new keys during the initial distribution in March, please notify one of the board members below. After March 11th, all keys that have not been picked up, will be available at the Westlake Post Office and held there.

The Post Office will remove all mail that is in the old mailboxes on March 7th in order to accommodate the installation and will redeliver all mail on March 10th.

In some cases, it may be necessary to assign new mailbox numbers for some of our owners/renters. This is to accommodate the taller mailboxes which will replace the shorter ones that we have now. Most likely, this will affect the residents who live on Terrace Garden Way. New numbers will be clearly identified with delivered keys.

For further information about this improvement please refer to Glenbrook Village web site - www.glenbrookvillagehoa.com

Don Mullikin: dmullik@yahoo.com (240-441-5235) (keys to Baccarat and Halston)
Lee Kaplowitz: lkaplow320@aol.com (310-600-8393) (keys to Monaco and TGW)

Thank you
The GVHOA BOD