



## MEMORANDUM

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<b>To</b>	<b>: RCBC Plaza Tenants</b>	<b>Date</b>	<b>: April 6, 2016</b>
<b>From</b>	<b>: Property Management Office</b>	<b>Ref. No.</b>	<b>: PMO-AMM-2016-31</b>
<b>Subject</b>	<b>: The Day of Valor (Araw ng Kagitingan)</b>		

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Message:

Please be advised that per Presidential Proclamation No. 1105, **April 9, 2016**, Saturday, is declared as a *Regular Holiday* throughout the country in observance of The Day of Valor (Araw ng Kagitingan).

In view of this, all services in the building are available during the above date except for air-conditioning; an approved Air-Conditioning Request Form should be secured if you intend to use the system. For concerns during Holidays, you may call the Security Department at 887-4941 loc. 101 & 104.

Noted by:

A handwritten signature in black ink, appearing to read "Evaristo Medina", written over a horizontal line.

**ENGR. EVARISTO MEDINA**  
Property Manager

*Cc: Tenant Relations Department  
Security Department*