

## Training Fire Life Safety

On Monday, October 17th, Chicago Fire Department Bureau of Education and Training will present the Life Safety guidelines for the tenants at NBC Tower.

All Life Safety team members and their alternates are asked to attend. The event will take place in the conference center's main conference room located on the 20th floor. In order to accommodate everyone, we will offer two seminars. The first will take place at 9AM followed by the second seminar at 10AM.

If you haven't already done so, please ensure all tenant and safety team information is updated.

NBC Tower's fire drill will take place November 1st. More information and reminders will be sent in the coming weeks.



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## BOMA Food Drive

NBC Tower will be teaming up once again with the Building Owners and Managers Association (BOMA)/Chicago for the annual Greater Chicago Food Depository's (GCFD) 1 City, 1 Food Drive. The drive will kick-off on Tuesday, November 1st and will run through December 16th.

The most needed items include: beans, soup, canned fruit, pasta, peanut butter, jelly, canned vegetables and rice. Please be sure to inspect all food items that they have not been tampered, opened or expired.

In the 2015 drive, NBC Tower collected 142.2 pounds of food which is an equivalent to 1,535 meals, reaching 104% of our goal!

A collection bin will be located in the west lobby for non-perishable donations. Tenants can also contact the Management Office at 312-222-9611 for pick-up as well.

We thank you in advance for helping your community fight hunger!

## Blood Drive Results

We would like to thank all of our tenants who contributed to our community by participating in the 2016 LifeSource Blood Drive on September 27th.

With the generous donations and support from our tenants, NBC Tower collected 32 units of blood. The amount of blood collected at NBC Tower will benefit the lives of 82 individuals!

Approximately 36,000 units of blood are needed every day in the U.S. Although 38 percent of the U.S population is eligible to donate blood, only 10 percent of that eligible population actually donates. One unit of blood can save the life of up to 3 individuals. A little goes a long way!

The next blood drive at NBC Tower will be taking place in early 2017.

For more information on LifeSource, donor qualifications and preparation, donor programs, how to start your own drive or local donor locations, please visit [www.lifesource.org](http://www.lifesource.org).

## America Recycles Day November 15

America Recycles Day is a Keep America Beautiful initiative and the only nationally recognized day dedicated to promoting and recycling in the U.S.

Today, the current recycling rate in the U.S is 34 percent. With a goal to continue increasing this percentage each year, America Recycles Day educates people about the importance of recycling to our economy and environmental well-being, while also motivating occasional recyclers to become every day recyclers.

You can participate by signing the pledge on the America Recycles Day [website](#). By doing so, you are pledging to learn what materials are collected for recycling, reduce personal waste by recycling and buying products made with recycled content, and lastly, encouraging one family member or friend to also sign the pledge.

So far, 66,291 people have signed the pledge and have committed to recycling shampoo bottles, plastic shopping bags, plastic bottles and caps, unwanted mail and mobile devices.

## Tenant Surveys

NBC Tower is committed to providing a sustainable and first-class work environment with exceptional service to each and every tenant. To fulfill this commitment, tenant feedback is requested to evaluate how well the building is meeting your needs.

The Kingsley Survey, is an annual property management assessment used to measure the entire tenant experience from the leasing process to your every day service delivery.

The results of the survey will be instrumental in our efforts to improve service delivery to you, our customer. We hope to hear from you this year as we continually strive to better meet our tenant needs.

Key contacts can expect to receive an e-mail directly from Kingsley Associates ([survey@kinglseyassociates.com](mailto:survey@kinglseyassociates.com)) beginning October 25th.

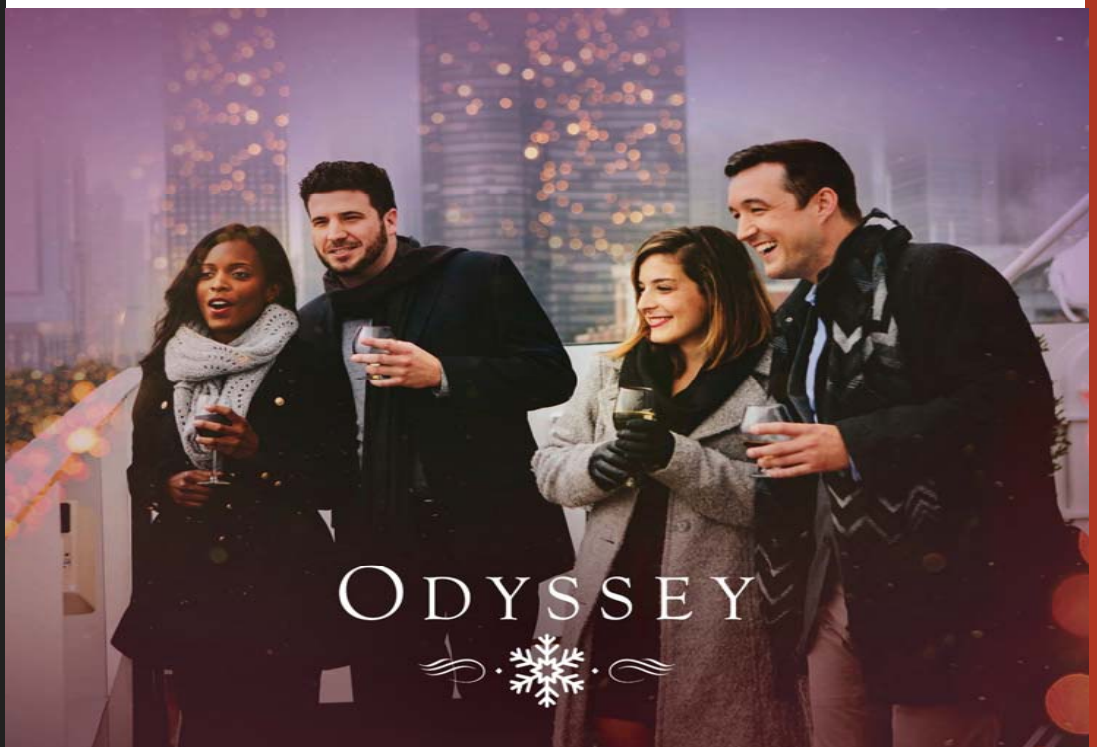
Please take a few minutes to complete the survey. All responses will be forwarded directly to Kingsley Associates, an independent real estate research and consulting firm for analysis.

As always, if you have any questions, concerns or issues that need immediate attention, please contact the Management Office at (312) 222-9611.

We thank you in advance for taking the time to respond to the survey. We look forward to hearing from you!

## Entertainment Cruises Holiday Offer

Planning your holiday event? Entertainment Cruises is offering 25% off holiday cruises for groups of 20 people or more on Sunday-Friday. For more information, please contact Tracy Malia at (312)-321-7632 or e-mail at [tmalia@entertainmentcruises.com](mailto:tmalia@entertainmentcruises.com)



# Cityfront Café: A Look Ahead

Cityfront Café is ready for the fall changes and here to get you ready for the holiday spirit!

Throughout the month of October, Cityfront Café will be celebrating National Chili Month. Stop in for a warm bowl of chili!

While you stop by for a bowl of chili, be sure to enter the October Cityfront Café raffle. All you need to do is:

1. Take a photo with your favorite Halloween treat
2. Post your Halloween treat photo on Instagram tagging @cityfrontcafenbc with hashtag #snacktaacular

You could win a \$25 Cityfront Café gift card! The drawing will be held on the first week of November. The winner will be notified via Instagram.

Celebrate Thanksgiving with Cityfront Café on November 16th. The menu will be a Thanksgiving feast including roasted ham, turkey, stuffing, potatoes, green bean casserole and pie.

Running out of time to make sides or pies for your Thanksgiving feast? Pre-order a side or pie from Cityfront Café to take home and share with friends and family! Chef Jay offers Sweet potato pie, pecan pie, green bean casserole, stuffing, roasted garlic mashed potatoes, and baked sweet potatoes with marshmallows. Orders will be due on November 17th and ready for pick up on November 23rd.

Have a question, request or need a cooking tip? Chef Jay will be on Social Media throughout December answering your questions. Be sure to check him out!

 @cityfrontcafenbc  @cityfrontcafenbc  
 Cityfront Café [www.cityfrontcafe.com](http://www.cityfrontcafe.com)

## Fall Treats October 26th

Please join us in the NBC Tower main lobby Wednesday, October 26th as we celebrate the Fall season with a variety of tasty fall treats!

Our fall treats selection will consist of taffy apples, cookies and chocolate covered pretzels. Fall treats are complimentary and offered to all tenants!

The management team will begin distributing the treats at 11AM.

Please feel free to contact the Management Office at (312)222-9611 with any questions.

We hope to see you there!

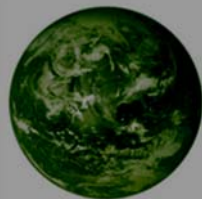


## Tenants Go Green™

**Tenants Go Green Meetings are held quarterly and open to all building tenants.**

During the third quarter Tenants Go Green meeting on September 15th, Laura Blunk from Waste Management discussed the paper recycling process as well as common recycling mistakes.

Laura shared a list of materials that are contamination for paper, bottle and can recycling bins which belong in the garbage or may be collected through different recycling programs:



- Plastic bags
- Foam containers
- Food waste
- Greasy cardboard & paper
- Electronics & cords
- Batteries
- Toner cartridges
- Used napkins, paper towels & tissues
- Liquids
- Hot coffee cups
- Plastic cutlery

For more information on paper, electronics and battery recycling available at NBC Tower, please call the Management Office at (312) 222-9611.

The fourth quarter meeting will be held Wednesday, December 14th at 10AM.

## Fall Back: November 6

Just a reminder to please mark Sunday, Nov. 6 in your calendar as the clocks turn back an hour at 2 a.m. marking the end of daylight saving time.

## Upcoming Events & Holidays

- October 17th—Fire Life Safety Training
- October 26th—Fall Treats
- November 1st—NBC Tower Fire Drill
- November 1st—BOMA Food Drive Kick-Off
- November 6th—Daylight Savings time ends
- December 7th — Tenant Appreciation Holiday Breakfast
- December 14th—Q4 Tenants Go Green Meeting



Is your company interested in submitting an article to be placed in the NBC Tower quarterly newsletter? All requests are due a week before the start of the respective quarter. Submit all requests and questions to Mari Barrera at [Maricruz.barrera@am.jll.com](mailto:Maricruz.barrera@am.jll.com). We look forward to hearing from you!

### MANAGEMENT STAFF

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