



# MAKATI COMMERCIAL ESTATE ASSOCIATION, INC.

Mini-Park, Legazpi Street, Legazpi Village, Makati City  
Tel. Nos. 813-24-46, 813-24-47, 810-30-54 (FAX : 810-31-94)

June 02, 1998

## MEMORANDUM CIRCULAR 98 - 14

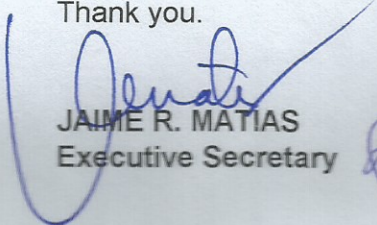
TO : ALL MEMBERS/BUILDING ADMINISTRATORS  
RE : GARBAGE CONTAINERS FOR EACH BUILDING

In line with our beautification and cleanliness efforts, we will be distributing, free of charge, uniform garbage containers for all buildings within the MACEA's area of responsibility. We would like to seek your cooperation by undertaking the following as your counterpart measures:

1. The container must be placed in front of your building.
2. Ensure that the garbage container is properly maintained and secured.
3. Dispose contents daily to your building garbage receptacle.
4. In case of damage, not due to normal wear and tear, or loss, the container will be replaced by MACEA to be charged to the account of the member.

May we request you to fill up the form below to signify your concurrence with the above procedures, for pick up on or before June 15, 1998.

Thank you.

  
JAIME R. MATIAS  
Executive Secretary 

Date: \_\_\_\_\_

TO: MAKATI COMMERCIAL ESTATE ASSOCIATION, INC.

We agree to abide with the procedures outlined in Memorandum Circular 98-14 regarding the distribution and proper maintenance of MACEA supplied garbage containers for all buildings.

Building: \_\_\_\_\_

Location: \_\_\_\_\_

Building Administrator: \_\_\_\_\_

Signature: \_\_\_\_\_