

Newsletter



A Look Ahead

- DECEMBER 5-12: CHERRINGTON MID-DAY DESSERTS
- DECEMBER 14: FOOD DRIVE DEADLINE
- DECEMBER 21: 1ST DAY OF WINTER
- DECEMBER 25: CHRISTMAS DAY
- DECEMBER 31: NEW YEAR'S EVE
- JANUARY 1: NEW YEAR'S DAY

**MGMT OFFICE WILL BE CLOSED THE FOLLOWING DAYS FOR HOLIDAYS:
MONDAY 12/25 & MONDAY 1/1**



Mid-Day Desserts



PROPERTY MANAGEMENT AND OWNERSHIP ARE TREATING TENANTS TO MIDDAY DESSERTS FROM THE FAMOUS OAKMONT BAKERY... STOP BY FOR THE CHANCE TO WIN A FULL SIZED CAKE OR PRIZE!

TUESDAY, DEC. 5	WEDNESDAY, DEC. 6	MONDAY, DEC. 11	TUESDAY, DEC. 12
BLDG. 700	BLDG. 500 BLDG. 625	BLDG. 600	BLDG. 200 BLDG. 300



BRING A FOOD DRIVE DONATION ITEM TO THE MID-DAY DESSERT EVENT AT YOUR BUILDING AND RECEIVE A BONUS RAFFLE TICKET!



Share What you Can Spare...

OUR ANNUAL FOOD DRIVE BENEFITTING THE GREATER PITTSBURGH COMMUNITY FOOD BANK ENDS DECEMBER 14. DUST OFF THOSE CANNED GOODS AND PILE THEM HIGH IN PRESENT BOXES LOCATED IN YOUR BUILDING'S LOBBY!



**MOST
NEEDED
ITEMS**

- Peanut Butter
- Canned Tuna or Chicken
- Nutritional Shakes & Drinks
- Low Sodium / No Salt Added Canned Vegetables
- Low Sodium / No Salt Added Canned Beans & Soup
- Household Items
- Hygiene Items
- Diapers / Wipes / Pedialyte
- Paper Products
- Canned Fruits in 100% Juice
- Whole-Grain Cereal, Oats, & Pasta

CHERRINGTON THANKS YOU FOR YOUR SUPPORT AND GENEROSITY!

Tenant Birthday Celebration

DECEMBER 5 | QUINN BARNHART W. CEC

DECEMBER 6 | CHRIS ZERA W. CEC

DECEMBER 10 | CASSIE FERREBEE W. DIGESTIVE HEALTH

DECEMBER 10 | LAURA CAMPBELL W. CEC

DECEMBER 10 | CHRIS JOSEPH W. MS CONSULTANTS, INC.

DECEMBER 12 | GUY AUTERI W. CBRE

DECEMBER 14 | NICOLE FIORENTINO W. CEC

DECEMBER 16 | TODD PRIDY W. CEC

DECEMBER 16 | TROY STAMM W. CEC

DECEMBER 18 | JULIE SGRO W. WM

DECEMBER 21 | LISA ARDENO W. CEC

DECEMBER 23 | ALEX SMITH W. CEC

DECEMBER 26 | KRISTEN WEIS W. CEC

DECEMBER 28 | KELSEY QUACH-DAO W. ZOOM MEDIA

DECEMBER 30 | DEVIN LANDSBACH W. SSAB

WINNERS ARE HIGHLIGHTED & MUST CLAIM CARD IN PERSON

TENANTS MUST RESUBMIT BIRTHDAY AFTER 1ST OF THE YEAR TO BE ENTERED IN 2024 DRAWING - LINK TO ENTER ON PAGE 4!

Neighborhood News

Moon Park is your local destination for all things holiday this season!

HOLIDAY LIGHTS DRIVE-THRU

ENJOY A FREE HOLIDAY LIGHTS
DRIVE-THRU IN MOON PARK!

1350 JOE DENARDO WAY

Open Sat. 12/2 through Sun. 1/7

Operating Hours

Sun. to Wed. - dusk until 7:30pm

Thurs. to Sat. - dusk until 10:00pm

HOLIDAY HOUSE DECORATING CONTEST

WOULD YOUR HOME PUT THE
GRIZWOLDS TO SHAME?
COULD YOUR LIGHTS BE SEEN
FROM SPACE?

Send up to 6 pictures of your home to
info@moonparks.org for voting.
Home with the most votes by 10 a.m.
on Wednesday, December 20 wins a
trophy & gift basket.



**DISCOVER THE
DAZZLING
CHERRINGTON
SPONSORED
LIGHT
DISPLAY!**

Need a Place to Stay?

CONTACT EITHER OF THESE LOCAL HOTELS & TELL THEM YOU ARE A CHERRINGTON CORPORATE CENTER TENANT TO RECEIVE OUR CORPORATE DISCOUNT!

COURTYARD BY MARRIOTT

450 Cherrington Pkwy

NICOLE ADAMSKI

SALES MANAGER

412-264-5000

www.courtyard.com

SHERATON PITTSBURGH

1160 Thorn Run Rd.

MARY JO GERMAINE

SALES MANAGER

412-375-5151

sheraton.marriott.com



BOTH LESS THAN 5 MINUTES FROM CHERRINGTON!

Tenant Amenity Center

📍 1ST FLOOR BUILDING 300

📅 MONDAY - FRIDAY

🕒 6AM - 7PM

FEATURING A FULLY STOCKED SELF-SERVE MARKET, PATIO, AND INDIVIDUAL WORKSTATIONS, ALONG WITH AFFORDABLE CONFERENCE & TRAINING ROOMS ALL EQUIPPED WITH WIFI, PROJECTOR OR SMART TV & WIRELESS DISPLAY, WHITEBOARD WALLS FOR COLLABORATION, & PLENTY OF COMFY SEATING...

CONTACT MANAGEMENT FOR A TOUR!



WORK STATIONS



PATIO



CONFERENCE ROOM



TENANT LOUNGE

MARKET C



WITH A WIDE RANGE OF OPTIONS, OUR MARKET C IS THE PERFECT CHOICE WHEN LOOKING FOR A QUICK BITE, REFRESHING BEVERAGE, OR DELICIOUS LUNCH!



Frequently Asked Questions



Q: THE MARKET C REGISTER WON'T ACCEPT MY CASH!

A: TO USE CASH, YOU MUST FIRST CREATE A MARKET C ACCOUNT BY FOLLOWING THE ON-SCREEN INSTRUCTIONS OR VISIT THE LINKS PAGE FOR MORE. CONTACT MGMT WITH TROUBLES.

Q: THERE IS NOTHING I LIKE FOR SALE AT THE MARKET C... CAN WE GET SOMETHING NEW?

A: YES! DIRECT ANY SUGGESTIONS TO [BROOKE.MALLOY@CBRE.COM](mailto:brooke.malloy@cbre.com). WE'RE HAPPY TO TRY ANY NEW PRODUCTS IN THE MARKET IF AVAILABLE.

Notes from Management

MAINTENANCE REQUESTS ✖

CHERRINGTON CORPORATE CENTER UTILIZES AN ONLINE WORK ORDER SYSTEM. CBRE TENANT SERVICES PORTAL PROVIDES A USER-FRIENDLY SYSTEM THAT ENSURES YOUR SERVICE REQUEST IS RECEIVED, PROCESSED, ADDRESSED TIMELY, & ENABLES TRACKING OF YOUR REQUEST TO ITS COMPLETION. YOUR USE THE PORTAL WILL ALSO HELP US ADDRESS YOUR REQUESTS MORE EFFICIENTLY. WE STRONGLY ENCOURAGE USE OF THIS SYSTEM TO PLACE NON-EMERGENCY REQUESTS. WWW.CBREtenantREQUESTS.COM

DESIGNATED SMOKING AREAS 🚭

PLEASE BE REMINDED THAT ALL BUILDING ENTRANCES ARE NON-SMOKING! SMOKING INSIDE THE BUILDING IS STRICTLY PROHIBITED, INCLUDING THE USE OF ANY ELECTRONIC DEVICES. THERE ARE DESIGNATED SMOKING AREAS AT EACH BUILDING. SMOKING IS NOT PERMITTED ANYWHERE OTHER THAN THIS LOCATION. PLEASE DISPOSE OF YOUR CIGARETTE BUTTS IN THE PROPER RECEPTACLES TO ELIMINATE POTENTIAL FIRE RISKS, LITTER & ADDED CLEANING EXPENSE.

RECYCLING ♻️

CHERRINGTON OFFERS A RECYCLING PROGRAM THAT ACCEPTS THE FOLLOWING ITEMS: PLASTIC BOTTLES & CONTAINERS, FOOD & BEVERAGE CANS, PAPER, & FLATTENED CARDBOARD. IT IS REQUIRED THAT ALL TENANTS BREAK DOWN ANY CARDBOARD BOXES PRIOR TO DISPOSING. THE JANITORIAL STAFF HAS BEEN INSTRUCTED TO NOT DISPOSE OF BOXES THAT HAVE NOT BEEN BROKEN DOWN. THANK YOU FOR YOUR COOPERATION.

DELIVERIES 📦

ALL MAJOR MOVES NEED TO BE SCHEDULED WITH OUR OFFICE AFTER 5:30PM DURING THE WEEK & ANYTIME SATURDAY & SUNDAY. PLEASE CONTACT THE MANAGEMENT OFFICE PRIOR TO ANY LARGE DELIVERY. PLEASE ALSO REMIND DAILY DELIVERY DRIVERS TO USE LOADING ZONES FOR ANY DELIVERIES.

NOTARY SERVICES 📄

NOTARY SERVICES ARE AVAILABLE & OFFERED AT NO EXPENSE FOR OUR TENANTS. PLEASE CONTACT CARMEN BOGHICCHIO AT 412-921-8500 OR CARMEN.BOGHICCHIO@CBRE.COM FOR MORE INFORMATION.

LINKS

1. [FOOD DRIVE INFORMATION](#)
2. [CHERRINGTON BIRTHDAYS](#)
3. [MOON PARK EVENTS](#)
4. [COURTYARD MARRIOTT](#)
5. [SHERATON](#)
6. [TENANT AMENITIES TOUR \(BROOKE.MALLOY@CBRE.COM\)](#)
7. [MARKET C ACCOUNT SETUP](#)
8. [TENANT PORTAL](#)

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CLICK HERE TO SIGNUP FOR OUR MONTHLY NEWSLETTER!