



Newsletter



A Look Ahead

- JANUARY 1: NEW YEAR'S DAY
- JANUARY 15: MARTIN LUTHER KING, JR. DAY
- FEBRUARY 2: GROUNDHOG'S DAY
- FEBRUARY 14: VALENTINE'S DAY
- FEBRUARY 19: PRESIDENTS' DAY
- FEBRUARY 29: LEAP DAY

MANAGEMENT OFFICE CLOSED 1/1 FOR HOLIDAY

Tenant Holiday Recap

OUR ANNUAL SUGAR-FUELED WEEK OF MIDDAY DESSERTS AT EACH BUILDING WERE A SUCCESS. ALL THE SWEET PRIZES INCLUDING FULL-SIZED SPECIALTY OAKMONT BAKERY CAKES WERE CLAIMED BY OUR JOLLY TENANTS. WE GREATLY APPRECIATE YOU JOINING US TO CELEBRATE 2023!



Share What you Can Spare...



AT 1 NORTH LINDEN STREET IN DUQUESNE, THE GREATER PITTSBURGH FOOD BANK HAS DEVELOPED THE MARKET, AN ONSITE PANTRY, WHERE ELIGIBLE NEIGHBORS CAN SHOP FOR GROCERY ITEMS 2X A MONTH AT NO COST! ALL **500 lbs.** OF OUR DONATIONS WILL HELP STOCK THE MARKET'S SHELVES.

Our surrounding communities thank you for your continued support & generosity!





Tenant Birthday Celebration

THE FOLLOWING PEOPLE HAVE SUBMITTED THEIR BIRTHDAYS FOR THIS MONTH...

- JANUARY 8 | JACKIE STOKES W. CENTER FOR DIGESTIVE HEALTH & NUTRITION
- JANUARY 23 | WILLIAM RODGERS W. EDWARD J. KRUG & ASSOCIATES
- JANUARY 24 | JOSEPH CHIUSANO W. MS CONULSTANTS
- JANUARY 26 | MORGAN STONE W. DERMATOLOGY ASSOCIATES OF WESTERN PA



EVERYONE IS A WINNER THIS MONTH!

YOU MUST (RE)SUBMIT BIRTHDAY FOR 2024 DRAWING
~ LINK TO ENTER ON LAST PAGE ~



Virtual Suggestion Box

HAVE AN IDEA YOU'D LIKE TO SHARE?
NOTICED SOMETHING WE COULD DO BETTER?
CONSIDER SCANNING THE QR CODE WITH YOUR SMARTPHONE OR
LINK ON LAST PAGE & SUBMIT TO OUR VIRTUAL SUGGESTION BOX.



♡ 💬 📍 FOLLOW & TAG US ON INSTAGRAM! @CHERRINGTON_CORPORATECENTER

Need a Place to Stay?

CONTACT EITHER OF THESE LOCAL HOTELS & TELL THEM YOU ARE A CHERRINGTON CORPORATE CENTER TENANT TO RECIEVE 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



MARKET C HAS GOT YOU COVERED WITH A WHOLE UNIVERSE OF CHOICES, PERFECT FOR A SPEEDY SNACK ATTACK, A THIRST-QUENCHING GULP, OR A SCRUMPTIOUS MIDDAY MEAL!



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. [SUGGESTION BOX](#)
4. [INSTAGRAM](#)
5. [COURTYARD MARRIOTT](#)
6. [SHERATON](#)
7. [TENANT PORTAL](#)
8. [TENANT AMENITIES TOUR \(BROOKE.MALLOY@CBRE.COM\)](#)

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