

MEMORANDUM

To: All Preservation Crews
From: Property Preservation Department, Wolverine Real Estate Services
Date: January 2, 2014
Re: Posting Wolverine Emergency Contact Information

Recently it has been brought to our attention that upon initial secure the Wolverine Notice for emergency contact is not always being posted. It is necessary that upon the initial secure of any property this document is placed within view for any issues that arise. Also when there is another preservation companies' information posted it needs to be removed and replaced with our contact information.

If you need a copy of the Wolverine Emergency Notice, or Winterization posting please contact Wolverine and they will be provided for you. In the event that you run out of these postings copies can be made until more can be provided to you.

It is important that any future properties upon securing have this notice posted within view for emergency contact.

If you have any questions or concerns please call.

Thank you,

Wolverine Real Estate Services