



## MEMORANDUM

**DATE:** August 7, 2013  
**TO:** All 33 North Dearborn Building Contacts  
**FROM:** Lincoln Property Company  
**RE:** **Lobby Remodeling**

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Lincoln Property Company, in conjunction with building ownership, is pleased to announce its plans to renovate and remodel the lobby at 33 North Dearborn. Over the years, we have made some modest aesthetic improvements but are excited to introduce a more comprehensive plan to update the lobby to appeal to today's tenancy while maintaining its classic 1960s vintage.

Lobby improvement work will primarily entail a new ceiling, new wall finishes, enhanced lighting plan with energy-efficient fixtures, an updated security console, plus a new digital lobby tenant directory system with an LCD wall-mounted screen. In addition, we will install a new art piece to complement the improvements.

During this project, we recognize that tenants will unavoidably endure construction activities as they enter and exit the building on a daily basis. We are committed, however, to making every effort to ensure minimal inconvenience to tenants, as well as to maintain a professional first class lobby as we conduct this work in phases.

A more detailed announcement with a photo rendering of the lobby will be forthcoming prior to the project's commencement explaining the phasing and other logistics. We will keep tenants apprised of the project's status via periodic desk-drop announcements. We hope you share our excitement to initiate these improvements to update the building's lobby and enhance your experience at 33 N. Dearborn. As always, please feel free to contact the Management Office at (312) 443-1399 should you have any further questions or concerns.