

Dated : 10/10/2020

## IMPORTANT NOTICE

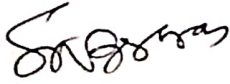
### Subject : Maintaining Cleanliness in common areas within Alaktika Premises

All the residents of Alaktika are requested to abide by the following guidelines as per the Decisions taken in the Board Manager's Meeting dated 4<sup>th</sup> October,2020.

1. Common areas including staircases and meter areas should not be encroached upon by keeping any personal belonging.
2. Staircases of all towers should be vacated of all personal belongings.
3. All residents are requested to abstain from feeding stray animals within Alaktika premises . Please keep your pets confined to your flat.
4. Clothes should not be dried in the common lobbies / garden/ public places.
5. Plucking of flowers from any plants inside Alaktika is strictly prohibited.
6. All residents are requested not to throw litter indiscriminately in the complex.
7. Any resident coming from outside Kolkata/ West Bengal/ India are requested to abide by the Govt. norms regarding COVID- 19.


All respected residents are requested to guide each other to follow the above minimal & general norms to keep ALAKTIKA premises neat and clean.

**HOPING FOR COOPERATION FROM ALL BECAUSE CLEANLINESS IS NEXT TO GODLINESS.**

  
(Swapan Kumar Biswas)

President



  
(Ashok Kumar Gupta)

Secretary