



Free E-Waste Services



From April 15th through April 19th, tenants will have the opportunity to dispose of any electronic waste for FREE! A drop off location will be set-up in the lobby for disposal at your convenience or you may request an e-waste removal by submitting a work order via BuildingHub.

The \$35 gondola delivery fee will still apply, should you wish to request a pickup. However, we will waive the e-waste service charge of \$20 for light loads and \$45 for heavier loads.



See below for a list of **accepted/non-accepted** materials. For any questions regarding any item not listed, please contact 300srp@300river.com.

Office/Cell Phones	Desktop Computers	Laser/Ink Printers	LCD/LED Monitors and TV's	Household Electronics
Conference Equipment	Laptops	Copiers	CRT/Plasma Monitors	Refrigerators
Networking Equipment	Docking Stations	Plotter Printers	Tube/Plasma TV's	Microwaves
Peripherals and Cabling	Peripherals and Cabling	New/Used Toner/Ink	Projectors	Ice Makers
Hard Drives/Media Tapes	Motors	Ballasts (No PCB)	Rechargeable Batteries	
Items Containing: Biological Waste, Asbestos, PCB's, Radioactive Components, Lightbulbs, Alkaline Batteries, Paints/Chemicals				

Accepted Material = Green

Non-Accepted Material = Red



Building Team

- Celeste Villanueva, General Manager
- Ben George, Real Estate Manager
- Cathy Vila-Pereira, Assistant Real Estate Manager
- Najjila Brooks, Real Estate Services Coordinator
- Tom Bongiorno, Chief Engineer
- Henry Miller, Assistant Chief Engineer
- Esperanza Escalante, Security Director

Management Hours

8:00 AM - 5:00 PM
 Monday - Friday
 300 S. Riverside Plaza, Suite 1980
 Chicago, IL 60606
 (312) 676-2500
300srp@300river.com
 Website: 300srp.com



@300sriverside



<https://hub.300southriversideplaza.com>



APRIL 2024

300SRP NEWSLETTER



The week of April 15th – April 19th, join us in the lobby for a series of Earth Week programming! Vendors will be on-site to share information about building best practices and share tips on how to be more eco-friendly. There will also be complimentary treats!



Note: There will be a designated area in the lobby for tenants to drop off any e-waste, free of charge! See page 4 to learn more about the free e-waste services provided during Earth Week.



****More details to come****

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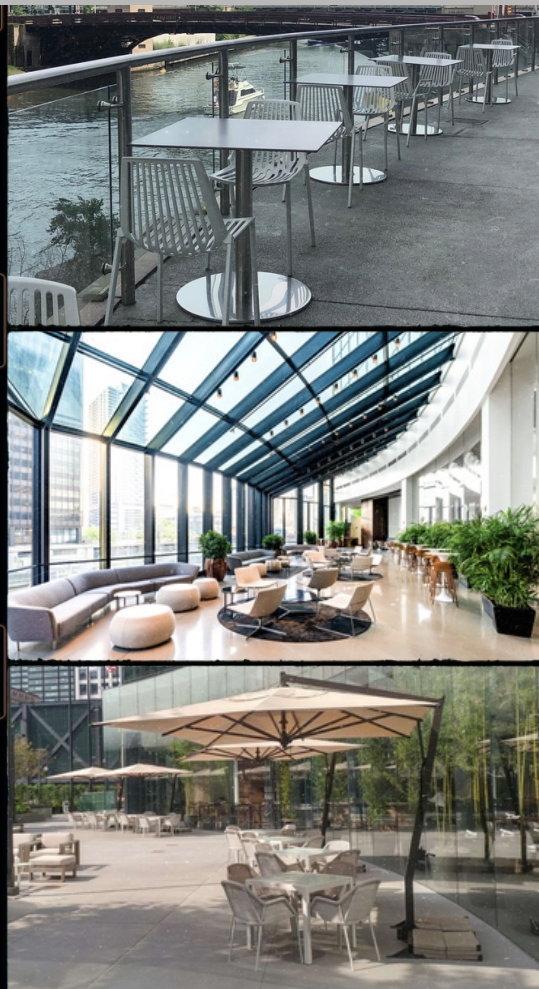




SPRING TIME ADDITIONS

300SRP is excited to welcome Spring with the return of our exterior furniture. Coming in April, the East River Lounge Patio and West Plaza will be opened for outdoor seating.

We hope you are as thrilled as we are!



Welcoming Our New Security Supervisor:

We would like to extend a warm welcome to our new morning staff security Supervisor, Karen Money!

Officer Money has been with the Titan Security Team at 300 South Riverside Plaza since January 2024. Her goal as a Supervisor is to lead and motivate her team by working with staff to help set and achieve individual goals.

We are overjoyed to have Karen as part of our team!



Karen Money

Amenity Refresh: Phase 1

300 South Riverside Plaza has kicked off its amenity refresh project. Phase 1 is currently underway and we anticipate it's completion in July. The scope of work includes:

- Converting the theater into a third conference room
- New carpet, paint and credenzas in all 3 rooms
- An upgrade to the AV equipment
- Partitions between all three rooms that allow for one large conference room that can seat up to 200 people, theater style.

During this time we invite you to use our temporary conference room. Please see below for more details.

Temporary Conference Room

The temporary conference room is located in Suite 850N, accessible via the north low-rise turnstiles. Tenants may book the space via [MeetingHub](#) and request a walkthrough, if necessary. Stanchions and directional signage will be present throughout the space for ease of reference.

AV Features include: sound bar, HDMI screen connect for mirrored presentations, microphone capabilities, & 98" TV's on rolling carts.