 

# GATEWAY LOS ANGELES

**12424 Wilshire Boulevard**

**“…at your service…”**

## TENANT WORK ORDER SERVICES

Netfacilities.com is a web-based system that is designed to manage and streamline the work request process. Tenants will be able to enter detailed work requests through the site and receive a confirmation number to track the progress of their requests. The tenant work request system is password protected. Contact the management office at (310) 826-2587 and ask for Sajara Garland for assistance with your sign-up.

## ELECTRONIC TENANT HANDBOOK (ETH)

The handbook serves as a convenient resource to answer frequently asked questions about your property’s operations, upcoming calendar events, rules and regulations, forms that are frequently utilized and also links to the Douglas Emmett website, and the web-based work order system, Netfacilities. You can visit the website at [www.12424wilshireblvd.info](http://www.12424wilshireblvd.info/)

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