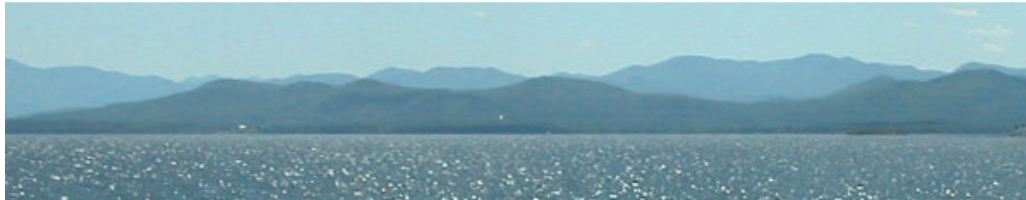


From: Gene Richards <generichards@generichards3.com>  
Subject: Champlain Apartments | Spring Break 2013--Reminders  
Date: February 28, 2013 7:02:39 AM EST  
To: denise@sprucemortgage.com  
Reply-To: denise@sprucemortgage.com

# Champlain Apartments.com



**February 28, 2013**

## Champlain Apartments | Spring Break Reminders

Dear Champlain Apartments Tenants:

We are writing with a few reminders as many of you prepare to travel for Spring Break.

- \* Please be sure to **lock all doors and windows**, prior to your departure.
- \* Please **store any valuables away from windows** where they can be seen from the outside.
- \* Please be sure to **take your trash and recycling out** prior to your departure.
- \* We suggest **using a UL-approved timer** to keep one or several lights on in your apartment during the evening and night time hours. The lights should preferably be vented on top, such as a floor or wall lamp with an open shade to limit the buildup of heat.
- \* **Keep the thermostat set at no less than 60 degrees**. Even though Spring is approaching, we will likely still have cold days/nights. When heating and water pipes burst they create a serious mess that may displace you during the repair and clean up. Your lease contains a section that requires your heat be maintained at a level that will prevent pipes from freezing. Lowering the temperature a few degrees is not worth the savings if you must bear the cost of repairs.
- \* It is our preference that you **take your cars with you for break**. If your cars are going to be left, you should leave a set of keys with your roommates if they are staying over the break. Or you may leave a set on your counter so that your car can be moved in the event of an emergency or heavy snowfall. **Please note**: we cannot guarantee that we will be able to move your car to prevent towing. For our renters in **Hill Gardens**, you will need to make your own arrangements for a friend to move your car if needed.
- \* As always, **let us know about any exterior or porch lighting** that needs to be replaced or about any maintenance and repair items in your apartments.

Please let us know if we may be of any help. We hope you have a terrific Spring break - have fun and be safe!

## Contact Us

**Gene Richards**

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802-343-9909

**email:**  
[generichards@generichards3.com](mailto:generichards@generichards3.com)

**web:**  
[champlainapartments.com](http://champlainapartments.com)

Thanks very much.

Best,

Gene Richards and the Champlain Apartments Team  
W. [www.champlainapartments.com](http://www.champlainapartments.com)  
C. 802-343-9909 \* 802-318-2860 \* 802-338-6995

[Forward email](#)



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