

Re: Spring Break Details

March 4, 2010

Dear Champlain Apartments Tenants:

We are writing with a few reminders as many of you prepare to be away from your apartments for the break.

1. Please be sure to lock your doors and windows.
2. Please be conscious about keeping valuables out-of-sight. That way they will not be a temptation while you are away.
3. Please be sure to take your trash and recycling out prior to your departure.
4. Please be sure to leave your heat on 60 degrees while you are away. While spring is in the air, we need to continue to be prepared for cold weather and more snow. Frozen pipes are very expensive and a horrible inconvenience.
5. 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 leave a set on your counter so that your car can be moved in the event of heavy snowfall.

Please let us know if we may be of any help. We wish you the best for your Spring break - have fun and be safe!

Thanks very much.

My Best,
Gene Richards
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