

Safety Reminders

October 19, 2010

Dear Champlain Apartments Tenants,

We hope this finds you doing well and that you are enjoying Autumn. We are writing with some common sense safety reminders.

· **Lock your doors and windows:** All of your doors and windows have locks on them. Please get in the habit of keeping your doors and windows locked. We live in a City and there has been an increase in theft this Fall. We expect that to continue with the approach of the Holiday season.

As we have been showing apartments to prospective tenants for next year, we have been surprised at how many doors we find unlocked - sometimes with people even sleeping inside the apartment.

Many of your houses have a common security door with either a pin-pad code for entry or a key-entry. Please keep these security doors locked, as well. This is an additional layer of security for your protection.

· **Valuables out-of-sight:** Please keep your valuables out-of-sight in your apartments and in your cars. This is proven to help prevent theft.

· **Porch and exterior lighting:** We have porch and exterior lighting in all locations. Please let us know if there are any problems with any of your lighting fixtures and/or if you need additional lighting in your location.

Thanks very much for your help.

My Best,
Gene Richards
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