

Re: Thanksgiving-Break Preparations

November 21, 2009

Dear Champlain Apartments Tenants:

As many of you prepare to depart for Thanksgiving break, we have some reminders for you.

1. Please be sure to lock your windows and doors.
2. Please do not leave your I-PODS, laptops, and other electronics near windows which may entice people looking for valuables. Please be thoughtful, too, about leaving valuables in your cars and in-sight. This is a time when theft increases in Burlington, so please use good judgement.
3. Please be sure to leave your heat on 60 degrees to prevent pipes from freezing.
4. All trash and recycling should be taken out of your apartments and placed in the designated containers.
5. All common hallways and entry hallways should be cleared. Please do not leave trash, recycling, or personal belongings in hallways.
6. Upon your return from break, for those of you who wish to decorate for the Christmas holiday, we prefer that you decorate with artificial trees rather than authentic trees. Artificial trees are much safer and do not present the same fire hazard that authentic trees do.

As we have been coming through your apartments with prospective tenants for next year, we have seen many candles. A reminder that candles are prohibited as outlined in our lease agreement.

As always, please let us know if we may be of help.

Our best wishes for a wonderful break - Happy Thanksgiving!

My Best,

Gene Richards
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