

March 7, 2011

**Re: Champlain Apartments | HEATING VENTS - EMERGENCY
PLEASE READ**

Dear Champlain Apartments Tenants:

Due to the extraordinary snow accumulation and the blustery winds, we need your help in checking your heating output vents on the outside of your building. If your heating system does not vent through your chimney, your vent will be marked with a white sign with **RED** lettering that says, **PLEASE KEEP VENT CLEAR OF SNOW AND DEBRIS.**

We have been checking all properties today, but with the winds it is a challenge to keep the vents clear. Please help us by checking every few hours for the remainder of the day.

If your smoke-carbon detectors go off, please open a window and leave the building immediately.

Here are our numbers for quick easy access:

Gene Richards - 802-343-9909

Denise Vignoe - 802-318-2860

Julie Richards - 802-343-9701

Thanks very much.

My Best,
Gene Richards
www.champlainapartments.com
802-343-9909