

# Westminster Place at Stewartstown

## April



### Community Management Office

16 S. Hill Street, Suite 1  
Stewartstown, PA 17363

#### Office Hours

Monday, Tuesday,  
Thursday and Friday  
10 a.m.—5 p.m.

Gloria Duncan  
*Residential Manager*  
gduncan@springwood.net

Cory McArdle  
*Service Manager*

*Supportive Services*  
Nancy Pilkington  
717-993-3860

Emergency Maintenance  
800-325-7190



*From the Manager's Desk...*

Spring has arrived! I am looking forward to the warmer days and sunshine!

The Community Management Office will be closed Friday, April 22, 2011 for the Easter Holiday. For your convenience, the office will be open Wednesday, April 20, 2011 from 1:00 p.m.—5:00 p.m.

Westminster Place at Stewartstown would like to wish everyone a Happy Easter. If you have a maintenance emergency during this

#### ELEVATOR SAFETY TIPS

To re-open a closing elevator door, use the Door Open button if you're in the elevator. If you're in the hallway, wait for the next elevator. Never place your hands, feet or objects in the path of the closing doors.

Only press the button for the direction in which you want to travel. Pressing both buttons will often delay service, not speed it up.

If the elevator makes an unexpected trip to the main floor and opens its doors, exit the elevator immediately. Many elevators are programmed to return to the main floor and open the doors during emergency situations such as fires.

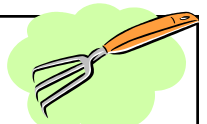
If the elevator is stalled, use the alarm button or phone to summon help, and wait for professional elevator people to arrive. Never try to get out of a stalled elevator by yourself, and don't encourage untrained persons to try to "rescue" you either. It may be inconvenient, but you are in no danger in a stalled elevator.

If there is a fire, never use the elevators. Use the stairs instead.

### Your Assistance is Needed

The controlled-access entrance doors are designed for the security of the building. When the doors are improperly held or propped open, it damages the mechanism that controls the doors. This results in unnecessary repairs and inconvenience. To avoid this, please notify the office if you need to use the front entrance for a delivery. Our staff is trained to properly set the doors to be held temporarily open. Thank you for your understanding and cooperation.

### Calling All Gardeners!



It will soon be time to plant vegetables in the garden!

Please contact the Community Management Office if you would like to have a garden plot this



**Say no to non-recyclable batteries!**

The fastest-growing kind of trash in the world is toxic, non-recyclable, batteries. Use rechargeable batteries. You will save money AND help the environment.



*April Showers Bring May Flowers!*

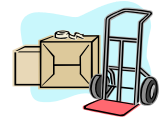
**SPRING PUZZLE  
WORD  
LIST**

SPRING  
SUNSHINE  
BASKET  
CHICK  
IRIS  
EGGS  
RAIN  
GARDEN

GRASS  
LAMB  
TULIPS  
BUNNIES  
BLOOM  
LILY  
LILAC

	S	P	O	B	K	I	E	Y	R	O	D	G	S	T	A	C	K	A	S	P
	N	R	S	U	E	S	S	P	I	L	U	T	M	K	E	I	A	N	P	C
	O	H	N	I	A	R	N	R	E	A	B	I	E	I	G	Y	L	G	T	N
	S	M	B	C	A	A	L	L	G	M	B	O	C	H	B	S	M	I	E	O
	R	O	L	S	S	K	N	N	A	I	O	I	L	I	L	Y	G	Y	K	R
	R	O	I	S	U	G	G	L	I	R	C	N	N	O	T	E	K	S	A	B
	S	L	S	S	R	N	N	A	L	E	R	B	T	S	B	E	N	S	A	U
	S	B	S	S	C	U	S	I	O	O	R	U	M	E	G	A	E	S	A	R
	B	B	U	I	U	R	S	H	R	A	P	N	Z	H	B	S	L	C	N	I
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	T	S	E	I	S	B	S	A	L	E	N	R	C	H	I	C	K	E	Y	C

**FURNITURE MOVING and DELIVERY**



We know that you care about the appearance of our community as much as we do.

When moving furniture or other items in or out of your apartment, please remember to monitor whoever is helping you to make sure they are being careful not to damage any part of the building, property, apartment, or your precious belongings. Costs associated with repairing any damage done while moving your furnishings or other items in or out of the property will be your responsibility.

Please contact the Residential Manager prior to the moving/delivery day to go over the Moving and Delivery Policy and go over details such as, determining what route to take and where to park trucks or vehicles to load and unload. At no time are any trucks or vehicles permitted on the grass or sidewalks.

Careful monitoring of movers/delivery persons will help prevent damage and keep the Community looking beautiful.