



Springwood Overlook July 2011

Community
Management Office
Springwood Overlook

2330 Freedom Way
York, PA 17402

Phone
(717) 741-4225

Office Hours:
Mon.-Tues.-Thurs.-Fri.
10:00 a.m. to 5:00 p.m.

Cindy Mull
Residential Manager

Jeff Ellis
Service Manager

Ed Witter
Porter

Gail Sagner
Supportive Services
741-6014

Emergency Maintenance
1-866-636-1401



Springwood Overlook would like to join you in celebrating Independence Day. The Community Management Office will be closed on Monday, July 4th for observance of the holiday. For your convenience, the office will be open Wednesday, July 6th from 10:00 a.m. to 5:00 p.m.



EMERGENCY CONTACT INFORMATION

It is very important to have current phone numbers for your preferred contact person in case of an emergency. Emergencies seem to happen when we least expect them, so please make sure all possible information for your contacts is given to the Community Management Office or the Supportive Services Office. We want to be able to contact the appropriate individuals as quickly as possible.

COMMUNITY ROOM

The Community Room is available for those fun summer parties! Contact the Community Management Office to reserve your date now!

The Community Room is also available for cultural and religious gatherings, and residents of all faiths are welcome to use it.

Please keep in mind that if you do have a private function in the Community Room, all visitors must park in the visitor parking area so there is enough space for our residents to park when they return home.

Residents' Association Meeting!!

The next meeting is scheduled to be held Friday, July 1, 2011 in the Community Room beginning at 10:00 a.m. Please plan to attend. We have some exciting things going on at Springwood Overlook!



Springwood Overlook is very happy to help with all requests for maintenance in your apartment. For routine service requests or emergency requests during normal business hours, please call the Community Management Office between the hours of 10:00 a.m. and 5:00 p.m. In the case of an emergency after office hours, please call 1-866-636-1401 and an attendant will be happy to assist you. Please give the attendant your name, address, phone number and a brief description of the emergency. The attendant will have someone contact you to assist with the repair.

SUMMER VACATION TIPS

- Unplug appliances that you do not need such as toasters, coffeepots, and microwaves.
- Remove items from the refrigerator that will easily spoil and turn refrigerator temperature back one notch.
- Make sure you have enough medicine to take with you.
- If you will be leaving your car on the property, please park it in the visitor area, so other residents may have a more convenient parking space.

Just a reminder to all of our pet owners:

Our pets need to be on a leash at all times when they are out of their apartment. Please walk your pet on the sides of the building or in the grass at the end of the parking lot, always cleaning up as they go.

The pets are really curious about the garden, but please take them to another area of the grass during gardening season. Thanks for your cooperation.



Green Gene Says:

Organize, check and clean your refrigerator and cupboards regularly. You will be surprised to know that your fridge and cupboards host many food items.