

Silver Spring Gardens

April 2011

Professionally Managed by Springwood Real Estate Services



Community Management Office

66 Ashburg Drive
Mechanicsburg, PA 17050
717-591-1918

Office Hours

Tuesday and Friday
10:00 a.m. to 5:00 p.m.

Peg Beasley
Residential Manager
pbeasley@springwood.net

Bobby Lohss
Service Manager

Supportive Services
Danielle Heishman
717-697-2255

Emergency Maintenance
717-730-3529



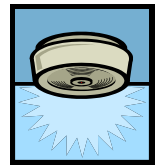
From the Manager's Desk...

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. Silver Spring Gardens would like to wish everyone a Happy Easter. If you have a maintenance emergency during this time, please call the Emergency Maintenance number, 717-730-3529.

Spring Cleaning

As part of our spring cleaning, we will be scheduling times to inspect your heating unit, change your furnace filter and smoke detector batteries, and check for leaks. A notice will be sent out with the specific date for your apartment. We will need access to each room in the apartment. You do not need to be home during this service.



April Quotation

April cold with dropping rain
Willows and lilacs brings again,
The whistle of returning birds
And trumpet-losing of the herds.

Ralph Waldo Emerson



April Calendar

11th -Easter Dinner	1:00 pm
Resident Meeting	2:00 pm
25th- Monitor Meeting	11:00 am

All activities are in the Community Room unless stated otherwise.

EMERGENCY EVACUATION PLAN

If evacuation is required of the residents, please follow procedure below:
As soon as you hear the fire alarm, please evacuate the building.

The floor monitors will bang on each apartment door as they are heading for the stairs to inform residents to evacuate the building. Each resident will go down the stairs that are closest to them. **DO NOT USE** the elevator. Exit through the outside door closest to where you are at the time of the alarm. Proceed to the soccer field at the high school. Check in with your floor monitor to have your name checked off the monitor's list so we know you are out safely. Residents who can not use the stairs will congregate at the sign "Area of Rescue Assistance" located on each floor by the fire doors, so emergency personnel can assist you down the stairs. Emergency personnel will make sure the building is cleared.

If there are circumstances where you cannot re-enter the building for an extended period of time, please go to the Community Room at Silver Spring Courtyards.



Say no to non-recyclable batteries!

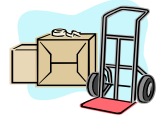
The fastest-growing kind of trash in the world is toxic, non-recyclable, batteries. Use rechargeable batteries. You will save money AND help the environment.



*April Showers Bring
May Flowers!*

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.