

Colonnade Newsletter



Whats happening at the Colonnade?

Tuesday, November 11th

Office will be closed in observance of Veterans' Day.

Please no moves or deliveries on Holidays.

Monday, November 17th

Sandwich Isle Pest Control - For information on cost or to sign up please call the Management office.

Monday, November 24th

Bulk pick up. Please place your items out on Sunday, 23rd of November ONLY and call the office to arrange to have the elevator padded.

Thursday, November 27th

Office will be closed in observance of Thanksgiving.

Please no moves or deliveries on Holidays.

Friendly Reminders

****We have been receiving many reports of lighted cigarettes being thrown off lanai's. As this presents a serious fire hazard to all, we are requesting that you please read carefully Colonnade House Rules Section B;3f and comply.**

****Move in/Move outs and Deliveries are to be done from Monday - Saturday between the hours of 8 am - 4 pm ONLY. Please don't forget to call the office or if after hours call Security to arrange to have the elevator padded. There will be a \$10 fine if there is no advance notice.**

****Tis the season, so if you would like to decorate your lanai's this Holiday Season, please feel free to do so but remember all Holiday decorations must be taken down by the 9th of January 2015.**

Mail Delivery Problems

Please continue to report any missing or miss-delivered mail to our office.

Suggestions are as follows;

1. If you have received the wrong mail (flat/parcel letter) please indicate it on the envelope and place it into the outgoing mail slot
2. If you have received a wrong package, you may choose to leave a note on the box/package and leave it in the box, deliver it to the unit indicated or return it to post office. DO NOT bring it to the Management office. We are not allowed to accept ANY type of mail.

Emergency Preparedness

Wow! Hurricane Season is still upon us so there's still time to stop by the office and pick up a personal copy of our Emergency Preparedness List.

Tips for the Holidays

Plan on taking a trip during the Holidays? Here are some simple tips that could help alleviate problems while you are away.

1. Don't forget to put a hold on your mail.
2. Turn off all plumbing valves to prevent any leaks.
3. Please inform the Management office and provide an emergency contact.
4. Please fill out a visitor authorization form for any houseguest, housesitter or anyone caring for plants and pets while you're away.

Trash Rooms

There is an increasing problem with improper trash disposal and we are asking all residents to please take special care in bagging and tying your trash, refrain from placing liquid in the bags and please double bag when disposing of cat litter. Any disposing of appliances, construction material and such are prohibited. Please revisit Colonnade House rules pertaining to trash rooms Section B; 6 a & b on page 8 and let's work together to keep our bins in good condition.

Board of Directors:

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