

GATEWAY VILLAGE APARTMENTS



3255 Gateway Street · Springfield, OR 97477 · 541-747-6124

Community Newsletter November 2015

Crime Prevention

With winter approaching, daylight hours will be growing shorter, creating more opportunity for crime and criminal mischief. Here are some things we can all do to help stay safe and discourage crime from happening in your Community:

What can you do to help?

Don't be a Target

Lock doors, sliding glass door, and windows (even when you are home), lock your vehicle, and don't leave valuables in plain sight. Make it harder and less tempting for the wrong person to get access to you and/or your home. If you need additional window locks, please contact the office.

Shed Some Light

Remove hiding places by using your front and back porch lights during the evening hours. Report any lighting outages in common areas so that we can make repairs right away.

Report Suspicious Activity

Report all incidents right away to Gateway office staff or Securitas Courtesy Patrol) - OR If you see something that looks like a crime happening, please contact Springfield Police 541-726-3714. **If it is an emergency, contact 911.**



Resident Referrals

We hope you enjoy living at Gateway Village Apartments as much as we enjoy having you as our neighbor! Share your enjoyment and help grow our neighborhood. **You could receive a \$100 rent credit!****

**Referral must be stated at the time of initial inquiry. Referral credit will be issued upon completion of 1st month new residency.

Important Contact Information

In the event of an

EMERGENCY

Please call 911

Gateway Village Office

541-747-6124

During office hours

M-F 9:00—6:00

Sat. 9:00—5:00

www.gatewayvillageapartments.com

Afterhours Maintenance

Emergencies, Lock-Outs

541-232-7265

After Hours Noise

Complaints/Suspicious Activity

Securitas Courtesy Patrol

541-228-6010

Springfield Police

Non-Emergency

541-746-9599

Laundry Room Improvements

We are pleased to provide ample, clean and pleasant on-site laundry, for the Community. In addition to some new machines, you will soon be seeing some improvements to the on-site facilities. Look for new flooring and window treatments, along with other updates.

Everyone plays a part in making the laundry an enjoyable (as possible ☺) experience. Here are a few things we all can do to pitch in:

- *Please don't share your keys and make sure doors are closed securely when you leave so that you, and your friends and neighbors at Gateway Village have exclusive access to our on-site laundry
- *Clean as you go. Pick up trash and other items. Clean lint screens when you remove items from the dryers. Wipe washers clean if dirt or residue is left behind.
- *Be courteous. Remove your items from machines promptly. Most wash cycles and drying times are 30-45 minutes, so please return within the hour so that others can use machines too.



Resident Parking

Each apartment home at Gateway Village has one reserved parking space assigned, free of charge. In addition, un-numbered parking spaces are available, for residents who own a 2nd vehicle, or for any invited guests.

Please know the location and number of your designated parking space, and ensure your guests know where they can park. To confirm which space is yours, please contact the office.

Thank you!

We recently completed an inspection of our fire alarms and fire extinguishers.

Thank you for your patience!

Rest assured that everything passed with flying colors!



By the way...do you have a fire extinguisher of your own?

You should!

Keep a small fire extinguisher under your kitchen sink. You can't be too safe!

Do we have your current information?

From time to time, Changes happen: new phone numbers, new cars, rental insurance renews.

Please make sure the office has your most up to date information, including e-mail.

541-747-6124

Check out our website for contact info, maintenance requests, etc.

gatewayvillageapartments.com