

GATEWAY VILLAGE APARTMENTS



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

Community Newsletter December 2015

Winter Weather

It is the time of year when we need to be prepared for cold weather and snow!

Make sure to have lots of blankets, food, water, and flashlights with extra batteries handy in case we get snowed in. Hopefully we will have a mild winter but it is best to be prepared. It is a good idea to have an emergency kit regardless of the season.

As the colder weather comes and the threat of freezing weather approaches it is best to do the following:

- If you plan on being away from home for more than a few hours, please be sure to have your heat on in your kitchen and bathrooms; at least to 55 degrees on the thermostat.
- During extended absences, open the cabinet doors under the kitchen and bathroom sinks so the plumbing is exposed, to help prevent pipe from freezing.
- If you have a hose connected to an outside faucet, please remove it, or mark it with your apartment number so that our maintenance staff can store it.

Regarding snow and ice:

Please use only designated walkways for navigating around the property. Grass areas, planters and bark mulch areas have uneven terrain and tree roots. If you walk, or allow others to walk anywhere other than designated pedestrian walkways, then do so at your own risk.

If it is icy or snowing it is better to remain indoors. If you do go out, remember to walk with caution at all times and do not walk on any walkway or stairway that is icy or frozen. Although we do our best to keep walkways and stairs clear of snow and ice, places that do not appear snow covered, can still become icy or slick. Please use caution always. Should you see any snow or ice on the walkways or stairs, please contact the office (541-747-6124) or the after-hours number (541-232-7265).



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

Be Kind to your Pipes

In recent weeks, we have had several major sewer line backups, which required assistance from a professional service to clean out the lines.

Please be reminded that items like automotive or cooking grease, diapers, wipes, sanitary products, paper towels, or other such items that can damage the plumbing, do not belong in drains or toilets.

Toilet paper is the only manufactured item that is suitable for disposal in toilets.

Thank you — your cooperation is appreciated!!



The Management and Staff

Of Gateway Village

Apartments

would like to wish

you and yours a

Happy Holiday Season!



Cold & Flu Season

Cold & Flu Season is upon us and we are asking everyone to do their part and help keep our community healthy.

Please refrain from using common areas such as the laundry rooms or club house when you are feeling ill.

Also, when you are ill, please contact the office to reschedule any non-emergency maintenance or other services that can wait until you are feeling better.

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

Resident Referrals — Holiday Special!!

**** December Holiday Special—2x Resident Referral!! \$200 ****

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 \$200 rent credit!**

**Referral must be stated at the time of initial inquiry. Referral credit will be issued upon completion of 1st month new residency. Initial inquiry must take place in December to get double the bonus (reg. \$100).

Gateway Village Apartments—Your Neighborhood Apartment Homes!