

June News

Yorktown Commons
2007

Greetings All-

Just in case you didn't already know, the emergency beeper number listed on your Yorktown calendar is **no longer in use**. (Everyone please take your Sharpie marker in the color of your choice and draw a line through the now defunct number.) Instead, if you need **after hours emergency maintenance**, call our office (**205.507.4656**) where the answering service message directs you to dial "0" to be connected to a "live" person. It *should* simplify the process—you don't have to press "1" for English, "2" for Spanish, the only accent you might detect will be "Southern", no elevator music, and *Presto!, Bada-Bing, Voila'* - you are connected! If, by some weird chance, my cell phone sends you directly to my voice mail, please leave a clear, detailed message and your phone number so I can return your call.

If it is not an emergency, please leave us a message, email us @ yorktowncommons@comcast.net, or drop a note in the drop slot of the front door of the office. *Thanks!!*



Dawn Key

MAINTENANCE TIDBITS

1. Do not "PACK" your freezer with food. That DiGiorno Pizza jammed firmly between the icemaker, Klondike Bars and frozen burritos will play havoc with ice production, as well as the ventilation which enables your fridge to defrost properly.
2. Please check *and change* your air conditioner filter often, particularly if you have a pet, or smoke, and more importantly, because we give them to you—FREE. We have found several filters **totally** clogged, (SUCKED into and firmly lodged against the evaporator coils) which (a) causes your unit to freeze up, (b) leak, (c) operate less efficiently, and (d) **stop cooling** your apartment. This becomes exponentially more important when the temperature outside rivals our humidity levels in the 80-90 percentile range.
2. Pour bleach down your garbage disposal, sink and tub drains to kill bacteria and odors.
3. Report maintenance problems EARLY - we want to take care of the problem as soon as possible!