

Dear Residents,

Intercom Programming

This email is to inform you that programming of phone numbers into the intercom system will be done twice a month, the 15th and 30th of each month. If you wish to have this done sooner than the 15th or 30th, a \$50 fee will apply as a technician has to attend site to program this. If you need to have a new number or a name changed the same fee will apply.

North Gym Doors

Residents have been using the exterior doors that lead into the gym as access to the building. This door is not meant as a cut through to the building and with the winter months here, snow and ice from shoes is creating a mess in the gym facility. As such, the exterior doors will be locked for the winter months and access to the gym must be made through the 1000 building.

Thank you,



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