

Emergency Procedures:

An emergency situation is defined by unavoidable damage that will get worse if repairs are delayed.

Here is a list of examples of emergency situations:

- Sewer system back-up.

- Furnace fails to heat in the winter even after checking all the appropriate connections

- Air conditioning failure in the summer months

- Your door locks are non-functioning.

Emergency calls: 896-3100 x140

Here is a list of examples of **non**-emergency situations:

- Failure to have a key for entry

- A plumbing leak that does **not** require the water service to be shut off or does not threaten damage to your personal property.

- A roof or window leak that does not threaten damage to any of your personal property.

- Missing shingles

- Circuit breakers or GFCI outlets malfunctioning

- Plugged stools

- Garage door failure to open

- Foundation leak that does not threaten damage to any of your personal property