



## Crossbow Point

### Resident and Visitor Information Sheet

>>> PLEASE POST PROMINENTLY INSIDE OF UNIT <<<



<b>Peka Professional PROPERTY MANAGEMENT</b>	<ul style="list-style-type: none"> <li>• <b>403-678-6162</b> Mon-Fri, 8:30a - 5:00p (general queries, concerns, issues)</li> <li>• <b>After hours EMERGENCY ASSISTANCE</b> (such as fire, flood, water leaks, no heat); call 403-678-7936</li> </ul>
<b>SECURITY - Spillett Security Group Inc</b>	<ul style="list-style-type: none"> <li>• <b>403-493-4661</b> -contact this firm in the event of a NOISE, DISTURBANCE or TRESPASS complaint.</li> </ul>
<b>EMERGENCY</b>	<ul style="list-style-type: none"> <li>• <b>911 for Police, Fire, Ambulance &amp; EMS</b></li> </ul>
<b>EMERGENCY EVACUATION</b>  (e.g., Fire Alarm)	<ul style="list-style-type: none"> <li>• Each unit has both audible and visual fire alarms</li> <li>• Each residential building has 3 separate stairways</li> <li>• <b>When the alarm sounds, use stairs to leave the building immediately</b></li> <li>• Emergency lighting (approx. 30 min.) located in hallways, stairs &amp; garage</li> <li>• Gather in the Visitor Parking area well away from the buildings</li> <li>• Ensure access for emergency vehicles; do not obstruct the roadway nor parking lot entrances and wait for emergency crews to arrive and follow instructions</li> </ul>
<b>AMENITIES BUILDING</b>	<ul style="list-style-type: none"> <li>• <b>Fob access only</b></li> <li>• <b>Security</b> system monitored, surveillance cameras, and security patrol</li> <li>• <b>Hours:</b> 6:00 am to 11:00 pm (pool &amp; hot tub close at 10:30 pm)</li> <li>• <b>Children under age 18:</b> require direct adult supervision</li> <li>• <b>Pool &amp; Hot Tub areas:</b> Wash using soap prior to entering pool or hot tub. Food, drinks and glass are NOT permitted</li> <li>• <b>Movie Theatre:</b> Book ahead using the calendar in lobby area; for key call Dorothy in advance (403-678-6795) [alt. Susan at 405-675-1091]</li> <li>• <b>Sauna:</b> This is a dry sauna – do NOT use water on the heater</li> <li>• <b>Steam room:</b> Allow 10 minutes for steam after the switch is activated</li> <li>• <b>When leaving, kindly replace covers (eg. pool table, hot tub), clean the area, turn lights off, etc.</b></li> </ul>
<b>BUILDINGS ACCESS</b>	<ul style="list-style-type: none"> <li>• <b>Security Keys &amp;/or Fob</b> provide access to residential bldg. and garage</li> </ul>
<b>GARBAGE CHUTES – BEFORE 9:00 pm</b>	<ul style="list-style-type: none"> <li>• <b>Located</b> on each floor of residential buildings near the elevators</li> <li>• <b>Large garbage containers</b> are located in rooms on the garage level</li> </ul>
<b>GARBAGE RECYCLING</b> - to be used by all occupants	<ul style="list-style-type: none"> <li>• <b>Recycle stations</b> are located in the garages (155: P2 west; 175: P1 west)</li> <li>• <b>Recycling –</b> Cardboard, Plastic, Newspapers, Tin cans, Glass bottles/jars</li> <li>• <b>Refundable items</b> (wine, pop, beer &amp; other deposit based containers) – proceeds go to the Crossbow Point Social Fund</li> </ul>
<b>HEATING</b>	<ul style="list-style-type: none"> <li>• <b>Hot water baseboard heating</b> is in all units; controlled by one thermostat</li> <li>• <b>Supplemental</b> electric baseboard heating &amp; thermostat is in some units</li> </ul>
<b>CLOSE WINDOWS</b> - prevent freezing and water leaks	<ul style="list-style-type: none"> <li>• <b>Do not leave windows open during cold temperatures</b> <ul style="list-style-type: none"> <li>○ Water lines within unit may freeze and burst</li> </ul> </li> <li>• <b>Minimum thermostat setting of 20 degrees C</b> at all times</li> </ul>
<b>PETS</b> (dogs and other)	<ul style="list-style-type: none"> <li>• <b>NO pets whatsoever are permitted in Guest Suites</b></li> <li>• <b>Maximum size</b> is 18 inches (46 cm) measured at the withers</li> <li>• <b>On leash at all times</b> when on common property within and outside bldg.</li> <li>• <b>Pick up after –</b> kindly use forested areas adjacent to the buildings</li> </ul>
<b>WATER</b>	<ul style="list-style-type: none"> <li>• <b>Each unit has main water shut-off valves</b> located in front closet</li> <li>• Turn off water line during an extended absence</li> </ul>
<b>RESPONSIBILITIES</b>	<ul style="list-style-type: none"> <li>• <b>Minimize noise</b> and be aware that sound/impact travels through floors</li> <li>• <b>Children</b> must be supervised always (e.g., no running in the halls or suite)</li> <li>• <b>When leaving unit –</b> shut off water to unit, close windows, set thermostat</li> </ul>

**Enjoy! We thank you for helping to maintain our Crossbow Point Community**