

# Important Announcements

**Call the office for information regarding payment extensions and late fee protocol.**

❖ **IF YOU ARE EXPERIENCING ANY SYMPTOMS OR BELIEVE YOURSELF TO BE SICK DO NOT COME TO THE OFFICE**

➤ Pay via online or call it in (there is still a fee to call in and you must sign the call in addendum before your payment will be taken via phone)

❖ **Maintenance is OPEN – However, please DO NOT request maintenance if you are sick or experiencing symptoms!!**

➤ We are trying to keep our crews healthy!

**We want everyone to help stop the spread of COVID-19: Please practice SOCIAL DISTANCING!! Shelter in place if you can!!**