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12 July 2017

Memo 13/2017: GENERAL

Dear Residents,

Please make note of the following:

- Log all maintenance in writing and hand in at reception.
- Report if you are not receiving the SMS's which we send out.
- Report if you are not receiving the emails which we send out.
- Provide the office with a copy of your domestic and private carers ID for security purposes if not using our staff. A form must be completed which can be obtained from the office.

Kind regards,

Melanie Carstens
VILLAGE MANAGER: EVERGREEN LIFESTYLE VILLAGE MUIZENBERG