

APARTMENT SECURITY TIPS



Lobby Security

- Do not allow visitors into the building. Ensure the door is closed behind you and no one else has entered.
- Unknown or suspicious persons trying to access the building should be reported to the Building Manager and/or the Police.

Suite Security

- Do not leave your suite door unlocked, even while going to the garbage chute, mailbox or down the hall to a friends' home.
- Do not leave notes on your apartment door or on the lobby intercom board.
- If you have lost a key please inform the Building Manager.
- If you suspect someone has entered your suite inform the Building Manager and call the Police immediately.

Elevator Safety

- Look to see who is in the elevator before entering and do not enter the elevator if anyone who is suspicious is in the elevator.
- Use the emergency call button in the elevator if you require any type of safety assistance.

Amenity Rooms

- Try to arrange to do laundry when the room is occupied with neighbours and friends.
- If you see anyone unknown in the laundry room, community room or fitness room, do not enter and inform the Building Manager.
- When you are exiting amenity rooms ensure the door is closed/locked behind you.

Parking Garage

- Ensure the parking garage door is closed before driving into the garage and parking.
- Do not leave valuables in your car and lock your vehicle at all times.
- Consider using a car alarm or locking device.
- Leave the parking garage if you encounter suspicious or unknown people. Notify the Building Manager and the Police immediately.
- Use a double lock on your bicycle and consider removing the front wheel.

Going on Vacation

- Inform the Building Manager or a trusted neighbour of your departure and return dates.
- Cancel deliveries and arrange for a neighbour to pick up newspapers.
- Use timers to activate lights, radio, TV to give the impression someone is home.

Insurance

- Check your home and vehicle insurance policies to verify that they cover the true value of your personal contents should a theft occur .
- Report theft and/or damage to your insurer and the Police.



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