

<b>Date of Incident</b>	01-21-2025
<b>Prepared By</b>	Sharon Waples
<b>Reviewed By</b>	Incident Report was reviewed by Sharon Waples on 02-03-2025 at 02:59 PM.
<b>Property</b>	Haverford Court
<b>Time of Incident</b>	02:30:00
<b>Location of Incident</b>	On side of leasing office door

<b>Report Last Updated By</b>	<b>Update Date</b>
Sharon Waples	02-03-2025

<b>Incident Type</b>
Vendor Acitivity
<b>Incident Type Category</b>
Damage to Property
<b>Description of Incident</b>
On Tuesday January 21 at around 2:30pm, 2 plumbers from Sam Wexler were working on replacing the old pipe in the wall next to the leasing office door in the East building. While replacing the pipe, the pipe hit the door, cracking the top and bottom portion of the door. Also, part of the electric in the lobby and office went out.
<b>Corrective action taken at the time of the incident</b>
PJ Electrical was called for the electrical issue and Eastern glass was called to replace the glass in the door. Nicole from Sam Wexler was contacted about the damage to the door and the electrical. The property will put in a claim against Sam Wexler's insurance. John Samuel-Regional Manager was also informed about the door and the electrical.
<b>What we have done related to Customer Service and helping the resident, if anything?</b>
Nothing. Incident did not involve any residents
<b>Witnesses names and phone number</b>
Sharon Waples-(267)437-0086 Ron Francis-(267)673-5393
<b>Was there security camera footage of this incident?</b>
No
<b>Link to security footage video in Box</b>
http://
<b>Did this incident involve a resident?</b>
No
<b>Did this incident involve a Lindy team member?</b>
No
<b>Did this incident involve a vendor?</b>
Yes
<b>Vendor Name</b>
Sam Wexler
<b>Should this incident be reported to the residents renters insurance policy?</b>
No

