



Access Needed

November 3, 2023

All Residents

Gateway Airport Townhomes

8209 Buist Ave, Philadelphia, PA 19153, USA

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FROM: Melissa Verdon, Community Director

RE: Preventive Maintenance Walk Through

Dear Resident,

We will be conducting a routine inspection of your apartment on

Wednesday, November 8, 2023.

The inspection will take place between **9:00 am** and **4:00 pm**.

We will be checking for things such as:

1. Unreported maintenance issues
2. Damage to the property
3. Smoke detectors – installed or missing?
4. Carpet assessment
5. Cleanliness of the apartment

6. Winterize hose

This is a mandatory inspection and we must be able access your apartment on the above mentioned date. Also please do crate your dog, if you have any in the unit.

Should you have any questions, Please contact our Management office at 215-463-5566 .

Yours,

Melissa Verdon

Community Director, Gateway Airport Townhomes

email gatewayairporttownhomes@comehometolindy.com