



Work Order

December 16, 2025

Electronic lock
Academia Suites
Bldg G:1100 W. Godfrey Street
Philadelphia, PA, 19141

FROM: Nicole Plafker, Leasing Agent

RE: **Work Order Follow Up**

Important Notice - Electronic Door Lock Battery Warning

Dear Residents,

If you notice your electronic door lock blinking **red and green**, this indicates that the battery is low and needs to be replaced.

Please **submit a work order immediately** or contact the **leasing office or maintenance** to request a battery change. If the battery is not replaced in time, you may become **locked out of your apartment** and will need to wait for **emergency maintenance** to regain access to your apartment.

To avoid any inconvenience, we strongly encourage you to report this

issue as soon as you see the warning lights.

Thank you for your prompt attention to this matter.

If you have any questions, please contact the leasing office.

Yours,

Nicole Plafker

Leasing Agent, Academia Suites

Call office 215-276-7555, email yonoacademiamanager@lindyproperty.com