

It's the holiday season, and thoughts turn to....

CHRISTMAS TREES

If you plan to use a real tree, please make sure you dispose of it properly. We would like to avoid needles being dropped throughout the building.



When bringing a tree in and out of the building, you must use a tree bag! These are available from the Hardware Store. By not doing so creates a mess in the common areas.

Please dispose of your tree in the designated area ONLY (Look for a poster in January for the date and location). When you do this, take the plastic bag off the tree and dispose of the bag.

Please do not throw even the smallest tree down the chute. You will block the chute and will be charged back for any damage!

If you have a real Christmas tree here are some fire safety tips:

- Add water each day & always keeping the water reservoir level above the cut.
- Keep the tree away from candles, heaters or other sources of heat.
- Turn light strings off before you go to bed and when you leave.

HOLIDAY PACKAGES

Because of the increase in on-line shopping, packages can easily become overwhelming. **We ask that you promptly pick up your packages when the Office is open. Look for a notice on your mailbox, please resist the urge to call the office.**



Although, we have in the past, unless it is medical supplies, we will not be leaving packages in the Meeting Room for On-Call to help with over the holidays.

If the Office becomes full, we will have to turn away packages for safety and accessibility reasons. You can request when placing your order that the office doesn't accept your packages to ensure you get your packages on time.

PARKING

Please note that we **have limited parking spots** over the holidays.

IF YOU PARK IN AN UNASSIGNED SPOT, YOU WILL BE TOWED

If someone parks in your spot, please call On-Call at 416 726-7961, please do not park in another spot or your vehicle could be tagged or towed.

Remind your friends and visitors not to park in the breeze way. We have regular garbage pick-ups and snow plowing during the holiday season, and cannot afford to block access to the garbage bins. **Any car parked there will be towed away, which is a holiday bill no one needs.**

NEIGHBOURLY GOOD CHEER

Try to be **considerate** of your neighbours! Please remember that some of your neighbours work different shifts or have to go to work during the holidays. Please keep the merriment of your celebrations at a reasonable level during the days and evenings.



WHILE YOU ARE AWAY

It might be wise to let a neighbour know that you will be away, so that any flyers left at your door can be picked up so your absence is not broadcast to passersby. If you see anything suspicious, call the Police. Always keep your doors and windows locked even when home. Thieves know that more homes are empty during the holiday and are more likely to have electronics and other gifts around that can easily be resold.



BOXES, BOXES, BOXES

Please remember to **break down your boxes** when putting them in bins. In previous years we have run out of recycling bins, so please be considerate and help keep our building tidy.



Please make sure that you are disposing all garbage and recycling properly. Administration Charges will be charged back to the Member if improper dumping occurs.

HOUSING CHARGE PAYMENTS

Don't forget to put the year 2020 on your housing charge cheques! If you put 2019 on by accident, we will not be able to cash it. Remember we have the debit machine onsite for easy payments or you can also arrange for automatic bank withdrawals through the office. **All January 2020 payments are due by January 1st 2020 and late charges apply for any payment submitted after 9:00 am, Friday, January 3rd 2020.**



OPEN OFFICE HOURS DURING THE HOLIDAY SEASON

Monday December 23rd	9am – Noon 5pm – 7 pm
Tuesday December 24th	9 am - Noon
Wednesday December 25th	CLOSED
Thursday December 26th	CLOSED
Friday December 27th	9am – Noon
Monday, December 30th	9am – Noon 5 pm – 7 pm
Tuesday, December 31st	9 am – Noon
Wednesday, January 1st	CLOSED
Thursday, January 2nd	9 am – Noon 2 pm – 5 pm
Friday, January 3rd	9 am – Noon

Wishing everyone a safe and happy holiday season!!
From the Staff at Hugh Garner Co-op