WESTERFIELD
TOWNHOUSES

March 24, 2020

Dear Westerfield Member(s):

Due to the circumstances and to limit the potential spread of COVID-19, maintenance requests may still be submitted, but we will have to delay non-emergency requests until further notice.

If a maintenance emergency does occur call 913-782-1650 or e-mail so it can resolve. If you feel your life is in danger for any reason immediately dial 911.

Below is a list of maintenance emergencies:

Fire – call 911 first, then office number
Gas Leak – call Atmos Gas Co @ 1-888-442-1313 first, then office
No electricity – call Evergy @ 1-800-401-566 first, then office
Backed up sink, with one bath; Exceptions to the above are when health problems are involved,
Kitchen sink or sewer line – DO NOT continue to use water, shut the water off if possible.
Water leak or flood
NO water or no HOT water
Toilet not operating – if only one bathroom in household
Electrical issues
No HEAT if outside temp is BELOW 50 degrees
No AIR CONDITIONING if outside temp is ABOVE 85 degrees
Any other safety hazard concern

Failure to report a maintenance emergency may result in long term damage to your unit and/or the property.

Non emergencies may be reported the next business day. We encourage all non-emergency concerns be submitted via email at westerfieldtownhouses@yahoo.com.

Health and safety for you and our staff is of the utmost importance. Please notify us if you are experiencing flu-like symptoms, high risk or are currently quarantined (self or under direction of a physician).

Any staff members affected or experiencing symptoms will not be scheduled for work or entering your home.

Be well and be safe!

Management

320 NORTH CHURCH STREET • OLATHE, KANSAS 66061-3526
(913) 782-1650 OFFICE • (913) 782-7866 FAX • westerfieldtownhouses@yahoo.com EMAIL

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