

Royal Management Company

POST OFFICE BOX 850
METHUEN, MA 01844
978-521-9995
FAX 978-521-9968
EMAIL: royal.cathy@comcast.net

June 22, 2015

**To: Unit Owners and Residents
Canal Place Condominium**

From: Catherine Deloge, CMCA, AMS

Re: Water Savings Measures

In an effort to reduce water usage the Board has engaged the services of Conservation Solutions Corporation to inspect all the plumbing fixtures (toilets, faucets, and shower heads) in each unit. Toilets are a large user of water. Some older style toilets usage 7 gallons per flush while the newer low water toilets use as little as 0.8 gallons per flush – quite a savings.

After they have looked at each fixture and determined how much water it uses they will give the Board a report showing where the most savings are possible, the costs involved, and the payback period.

This unit by unit inspection will be done on **TUESDAY, JULY 7, 2015 between the hours of 8:30 AM to 4:30 PM.** Ron will accompany the technicians into all units.

In order to do this work efficiently and quickly, they will work on only one floor at a time, starting at one end of a floor and working around to the other end. Please do not ask them to “do me first”.

Ron and the technicians must have access to each unit to compile a complete and accurate report. Please complete the form below and return it to the lobby office before noon on Friday, July 3 2015. If the office is closed, kindly slip it through the slot in the door. Thank you.

Landlords it is your responsibility to notify your tenants of this testing and make sure someone is home or we have a key.

NAME _____ UNIT # _____

I WILL BE AT HOME _____ (YES or NO)

YOU HAVE PERMISSION TO ENTER IF I AM NOT AT HOME _____

SIGNATURE _____

IF YOU WILL NOT BE HOME, PLEASE MAKE SURE WE HAVE YOUR KEY IN THE LOBBY OFFICE. THANK YOU