

Shared Facilities Etiquette

Dear Residents,

We hope this message finds you well. As we continue to enjoy our shared facilities, we kindly remind everyone of the importance of maintaining a respectful and pleasant environment. Please consider the following etiquette guidelines:

- **Cleanliness:** Always clean up after yourself. This includes wiping down surfaces, taking out the trash, and ensuring no personal belongings are left behind.
- **Noise Levels:** Be mindful of the noise you make, especially during early morning or late evening hours. Respect the quiet hours established in our community.
- **Shared Equipment:** When using shared equipment, please return it to its designated place after use and report any damages immediately.
- **Time Limits:** Be considerate of others waiting to use the facilities. Limit your time during peak hours to allow everyone an opportunity.
- **Guests:** Ensure that your guests are informed of the community guidelines and follow them while using our facilities.

Thank you for your cooperation in keeping our shared spaces enjoyable for everyone.

Sincerely,
Your Community Management Team