To all residents;

It has come to my attention that the laundry room rules are being broken. There have been many complaints of people using the laundry room on the wrong dates, some are not using the provided room number cards on the machine they are using, and using the facilities **BEFORE** the 4pm allowance time.

**PLEASE FOLLOW THE DATES AND TIMES AS LISTED BELOW AS PER YOUR ROOM NUMBER:**

* **ROOMS 1 – 18 do laundry on TUESDAYs AND FRIDAYs**
* **ROOMS 19 -35 & ROOMS 48 -51 do laundry on MONDAYs AND THURSDAYs**
* **ROOMS 36 -47 do laundry on WEDNESDAYs & SATURDAYs**
* **SUNDAY – THIS IS FREE DAY**
* **THE TIMES TO USE THE LAUNDRY ROOM IS FROM 6:30 am TO 11:00 PM**

**PLEASE REMEMBER TO:**

* CHECK THE DATE ON THE SCHEDULE TO BE SURE YOUR ARE ON YOUR SCHEDULED DATE (THE ROOM NUMBERS AND DATES ARE ALWAYS LISTED ON THE WHITE-BOARD ABOVE THE WASH MACHINE IN BIG LETTERS)
* USE THE PROVIDED ROOM NUMBER TAG TO PUT ON THE MACHINE YOU ARE USING
* TAKE CLOTHES OUT OF WASH MACHINE AND/OR DRYER
* IF POSSIBLE DO NOT LEAVE CLOTHES UNATTENDED
* CLEAN LINT FILTER WHEN DONE WITH DRYER AND SURROUNDING AREA
* IF IT IS **AFTER 4PM** AND **NO ONE** FROM THAT SCHEDULED DAY IS USING THE MACHINES YOU MAY GO AHEAD AND DO YOUR LAUNDRY

There are laundry room rules to follow for a reason. Please follow them to keep the peace.

Thank you.

Director of Resident Care