

"THE PINES" APARTMENT HOMES (850) 562-7441

## Special Interest Articles

RENOVATION

## Individual Highlights

PARENTS

PET OWNERS

HELPFUL TIPS

NOISE ISSUES

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## HELPFUL NUMBERS

POLICE: 891-4200

FIRE: 891-6600

POISON CENTER: 800/282-3171

RED CROSS: 878-6080

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## FAMILY FUN:

WAKULLA SPRINGS: 922-3632

Tallahassee Museum: 576-1636

3945 Museum Drive

[www.tallahasseeemuseum.org](http://www.tallahasseeemuseum.org)

[www.leonparks.com](http://www.leonparks.com)

FUN STATION: 383-0788



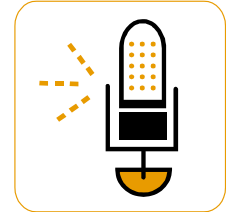
## RENOVATION

New paint, landscaping, and updating amenities has begun. Please note that during the month of May and June each building will be painted. We would like to ask for your co-operation in moving all items off your front area and stair-way to avoid paint overspray or damages during this time frame. Stairways, walls, and walkways will be pressured washed as well. We would like to thank "Inside-Out Cleaning", one of our residents business, for all their time, TLC, and

attention to detail during this project.

**POOL** – We are hopeful that the final touches to the pool remodeling will be complete in May. New tile, lighting system, and flooring are being worked on. We would like to thank Mark and Kelly Cohee for their work on this big project and to the tenants for their patients.

**Landscaping** – The entire property had it's five year tree and shrub service. This



has opened up the view to the natural wildlife preserve on the pond side units. We will also be continuing with tree/shrub removal and replacement.

**Other** – Their are numerous items that will be given attention to over the next six months that will further enhance your living environment.

## COMMUNITY INVOLEMENT:

### PARENTS:

- 1.) Children must be supervised at all times.
- 2.) There is to be no running, skate-bording, or screaming in front of/around buildings or windows. Children can play in front of the main entrance in the grassy, area, between bldg. "D" - "E", or directly in front of your unit if permitted.
- 3.) Children should not be out after dusk,
- 4.) Put trash in the trash cans and dumpsters

### PET OWNERS:

- 1.) Please pick-up after your pet and dispose properly.
- 2.) Pets should be on a leash.
- 3.) Pets not permitted in "toddler" play area.

### NOISE ISSUES:

Please turn off or down all car radios when entering Glen Pointe and The Pines. Our courtesy officer will issue a warning and then a citation if there is a continual problem.

"HONKING", APARTMENT STEREO'S AND TV'S APPLY.

### HELPFUL TIPS:

- 1.) Change your A/C filter every 1-2 months. They are free at the office. Also, keep your inside return free of dust build-up by vacuuming the inside.
- 2.) To prevent mold around the windows during rainy season: Open windows and put on A/C for 15minutes, spray surface with bleach, and wipe any water off. Please report severe leaks.
- 3.) Keep your A/C at 72-75 during the day and 78-80 when not home or at night. Let fresh air in when you can.
- 4.) Watch out for snakes. If you see one stay calm and move slowly and they should go away.



*"To catch the reader's attention, place an interesting sentence or quote from the story here."*

## Inside Story Headline

One benefit of using your newsletter as a promotional tool is that you can reuse content from other marketing materials, such as press releases, market studies, and reports.

While your main goal of distributing a newsletter might be to sell your product or services, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own articles, or to include a calendar of upcoming events or a special offer that promotes a new product.

You can also research articles or find "filler" articles by accessing the World Wide Web. You can write about a variety of topics, but try to keep your articles short.

Much of the content you put in your newsletter can also be used for your Web site. So, when you're finished writing your newsletter, convert it to a Web site and post it.

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you're finished writing your newsletter, convert it to a Web site and post it.

## Inside Story Headline

The purpose of a newsletter is to provide specialized information to a targeted audience. Newsletters can be a great way to market your product or service, and also to create credibility and build your organization's identity among peers, members, employees, or vendors.

First, determine the audience of the newsletter. This could be anyone who might benefit from the information it contains, for example, employees or people interested in purchasing a product or in requesting your service.

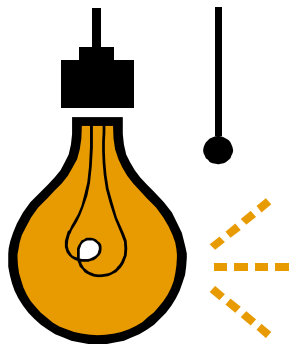
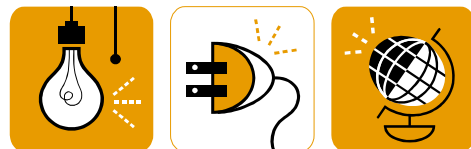
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Next, establish how much time and money you can

spend on your newsletter. These factors will help determine how frequently you publish your newsletter and its length. You should publish your newsletter at least quarterly so that it's considered a consistent source of information. Your customers or employees will look forward to its arrival.

Your headlines are an important part of the newsletter and should be considered carefully.

In a few words, the headline should accurately represent the contents of the story and draw readers into the story.



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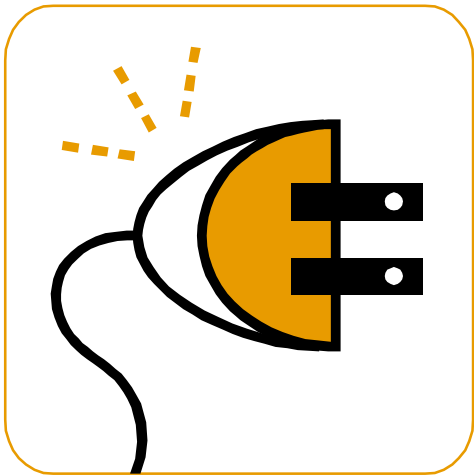
The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note business or economic trends, or make predictions for your customers or clients.

If the newsletter is distributed internally, you might comment upon new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

Some newsletters include a column that is updated every issue, for instance, an advice column, a book review, a letter from the president, or an editorial. You can also profile new employees or top customers or vendors.

Selecting pictures or graphics is an important part of adding content.



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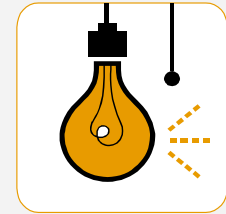
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In a few words, a headline should accurately represent the contents of the story and draw readers into the story. Develop the headline before you write the story. This way, the headline will help you keep the story focused.

Examples of possible

headlines include Product Wins Industry Award, New Product Can Save You Time, Membership Drive Exceeds Goals, and New Office Opens Near You.

One benefit of using your newsletter as a promotional tool is that you can reuse content from other

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**Company Name**

Street Address  
Address 2  
City, ST ZIP Code

**Phone**

(503) 555-0125

**Fax**

(503) 555-0127

**E-mail**

someone@example.com

*Your Tagline here.*

## Back Page Story Headline

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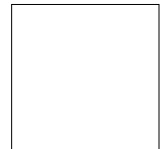
## About Our Organization

Think about your article and ask yourself if the picture supports or enhances the message you're trying to convey. Avoid selecting images that appear to be out of context.

Microsoft includes thousands of clip art images from which you can choose, and you can import them into your newsletter. There are also several tools you can use to draw shapes and symbols.

Once you have chosen an image, place it close to the article. Be sure to place the caption for the image near the image, too.

**COMPANY NAME**  
STREET ADDRESS  
ADDRESS 2  
CITY, ST ZIP CODE



**CUSTOMER NAME**  
STREET ADDRESS  
ADDRESS 2  
CITY, ST ZIP CODE



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