University Apartments
Newsletter
December 2014

Going away for the holidays?
If you are going away for the winter closure please remember to:
1. Close and lock your garage
2. If you have a bike, keep it inside your apartment
3. Close and lock your windows
4. Turn off the AC/Heater
5. Deadbolt your door
6. Re-route your mail and packages

Winter Closure
University Apartments South Admin office closes Wednesday, December 23rd, 2014, at 5:00 pm and reopens on Monday, January 5th, 2015, at 8:00 am.
The following are some emergency numbers:

- Medical Emergency dial 911
- UCPD 310-825-1491
- Emergency Maintenance 310-391-0686
- Submit non-emergency work order requests at www.housing.ucla.edu/uawo
- Call the emergency maintenance line if you have a maintenance emergency, if you are locked out, or need to report a noise complaint.

A note on...Holiday Gatherings!
If you decide on having a small holiday gathering, please be mindful. Here are some important tips:

- Quiet Hours (10pm-9am daily)
- No smoking allowed at University property, including inside the apartment or in common areas
- No alcoholic beverages in public areas
- Avoid jamming garbage disposals with bulky food items
- Keep courtyards & mail area trash cans sanitary and clear of household trash bags
- Oversized trash items and household trash need to be taken to designated trash bins located in the alley

Quarterly Satisfaction Survey Winners!
Congratulations to these residents whose cards were selected in the latest drawing! Each will receive $75 on his/her BruinCard:

- Sean Kennedy
- Nathan Jergensen

Your satisfaction is very important to us. Let us know how we’re doing and you might be the next winner!
JAMMED GARBAGE DISPOSALS & CLOGGED PIPES

Many maintenance calls during the holidays are related to jammed garbage disposals which may lead to clogged pipes, flooding that can literally “dampen” your and your neighbors’ holidays and apartments (i.e., a flooding on higher floors usually floods all the floors below). To avoid “Jammed Garbage Disposals and Clogged Pipes”, disposals should not be used to grind or dispose large amounts of dense food wastes such as rice, pasta, fibrous vegetable. A garbage disposal’s purpose is to catch only small residual food items when you rinse/wash your kitchenware. “Do not put any drain opener chemicals into any drain. These chemicals are dangerous to persons working on the lines and will ruin garage disposals and drain opening equipment.” Also, please do not dispose of personal hygiene products down any sink, toilet, or pipe opening.

Having issues receiving packages?

If you encounter problems with US Postal Service, feel free to call 1-800-ASK-USPS (1-800-275-8777) or online: https://www.usps.com/customer-service/customer-service.htm.

Here are some tips to make sure your packages are properly received and delivered:

- Use the tracking system, have packages sent with signature confirmation or to an alternate address such as your workplace if you are not going to be home at the time of delivery
- Take advantage of USPS hold for pick up feature or Amazon lockers for deliveries

If available, USPS will place average parcels inside the parcel boxes located next to the mail area. A numbered parcel key will be placed inside your mailbox to safely pick up your package.

If you experience any theft, please contact UCPD at (310) 825-1491 to report it.

Smoke Detectors

If you notice something unusual with your smoke detector, please call 310-391-0686 immediately to report the problem. DO NOT ATTEMPT to remove, check, or touch the smoke detector.

UASRA Facebook Group

Did you know the University Apartments South Residents Association (UASRA) offers a networking forum on Facebook? Next time you want to reach out to someone in the community, get a message across or need help with a variety of issues you can post a message on the UASRA Facebook link at https://www.facebook.com/groups/UASRA/.

Keycard Expiration Dates

Apartment keycards expire every two years. If you are approaching your two year anniversary in UA it’s time to visit our business office located at 3200 Sawtelle Blvd. to update keys. If you are not sure when your key will expire next, you are welcome to visit us anytime during general business hours to update or check keys.

On behalf of all of us in University Apartments we would like to wish you and your family a wonderful Winter Holiday and a Happy New Year 2015!

Yanci, Trent, Janelle, Xochilt, Walleska & Stan