

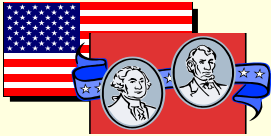
WORTH ROSS
MANAGEMENT CO., INC.

The Property
Management
Experts

YOUR MANAGERS' REPORT

February/March 2004

The Worth Ross Tenant Newsletter Service



President's Day
February 16, 2004

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& Associates Team!**

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**Check Out
Our Web Site**
www.worthross.com

Use Your Wireless Telephone Wisely

Large numbers of people now have wireless phones. Therefore, it is not surprising there are increased reports of traffic accidents because people are using their cell phones haphazardly, while driving. In fact, many legislators are proposing new laws governing how wireless devices can be used, while driving a vehicle.

Here are some safety tips to follow to avoid unnecessary traffic accidents while using your wireless phone:

1. First, know your wireless phone. By taking advantages of the many features of these devices, such as speed dial and redial, you can cut down on unnecessary dialing. Work on memorizing the phone keypad so you can utilize the speed dial function without taking your attention off your driving.
2. When available, use a hands free device. These are now readily available and affordable.
3. Position your telephone within easy reach to avoid being distracted when answering a call.
4. Let your voice mail answer the call if there is a traffic problem, or just do not answer it. A call can wait, but avoiding a traffic accident cannot.
5. Suspend conversations during hazardous driving conditions or

situations. As a driver, your first responsibility is to the road, not to your caller.

6. Do not take notes or look up telephone numbers while driving. If you need to write something down or look up information, pull off to a safe place. If necessary, ask the caller to leave a complete message on your voice mail so you can retrieve it later.
7. Try to plan your calls before you begin your trip, or attempt to place your calls at times when you are stopped, such as at a red light.
8. Do not have emotional conversations that may be distracting; have the conversation at another time.
9. Use your wireless telephone to call for help when needed; this is one of the best safety tools available.
10. Use your wireless telephone to help others in emergencies, dial 9-1-1, and be a "Good Samaritan."
11. Call roadside assistance or a special wireless non-emergency numbers when necessary.

A wireless phone is a tool that, when utilized properly, can save you time and increase safety.



**Worth Ross
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Report Your Maintenance On The Internet!

Did You Know?

Did you know that you could report your maintenance on our updated Web Site? It's easy, just go to www.worthross.com and choose Resident Information, and then, Maintenance Form. Just fill in each item, tabbing from one to another, and send. We will send a confirmation e-mail to you.

Know someone who is looking for a home?

Know a homeowner who would like to rent out their home? Refer them to us and we will reward you. We just need a name and telephone number of the person you are referring, or simply have them mention your name when they call us. Call, fax, or send us an e-mail to earn your reward today.



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First Quarter Maintenance Reminders

- If you have not done so, dispose of holiday trees *immediately and properly*. Do not, under any circumstances, burn a tree in a fireplace.
- Also, take down all holiday lights and store them properly. Do not leave them hanging up all year; remember this is for *your* safety, as well as being as a good neighbor.
- Store any fireplace ashes in a metal container away from the residence for at least a week. Do not place ashes in a garbage can unless you are *certain* they are cold.
- Keep debris and leaves on lawns cleaned up. Just because the weather is chilly does not mean improper maintenance of the outside.
- Dispose of any waste in the proper receptacles. Do not dump oil or toxic materials in gutters or down drains.
- Notify Worth Ross Management Company, Inc. of any leaking or standing water.
- Keep children from putting toys or objects down the toilets or drains to avoid stoppages, and paying an unnecessary bill.
- Remember, if you have accidentally caused damage in the property, it is better to report it immediately to discuss what needs to be done. Your repair could actually end up causing more harm than the original problem. Work with your property manager to resolve the situation and avoid more difficulties.