

## SAFETY AT HOME

**KNOW** your neighbors and your neighborhood.

**KEEP** entrances, parking areas, hallways, stairways, laundry rooms and other common areas well lighted. Report burnt out bulbs or other problems to the manager or rental agent.

**ALWAYS** keep fire stairs locked from the stairwell side, with an emergency exit at ground level.

**ALWAYS** keep laundry rooms and storage areas locked unless a resident is actually inside.

**INSTALL** wide-angle door viewers.

**INSTALL** good locks on all doors and use them, even if you leave for only a few minutes.

**SECURE** all doors to the outside and make sure they are metal or solid 1-3/4" hardwood.

**SECURE** all doors to the outside with good, sturdy locks, preferably deadbolt locks with a minimum 1-1/2" bolt.

**SECURE** sliding glass doors with commercially available bars or locks, or put a wooden dowel or broomstick in the door track.

**SECURE** your windows, especially at ground level, with good locks.

**ALWAYS** trim bushes and trees around all doors or windows.

**ALWAYS** keep ladders, tools, toys and recreational equipment inside when not in use.

**DO NOT** hide your house keys under the door mat or in a flower pot. It is much wiser to give an extra key to a trusted neighbor.

**ALWAYS** keep written records of furniture, jewelry and electronic products and keep in a secure place. Keep purchase information and serial numbers if available.