



Date: January 19th, 2022

To: All Residents of High Meadow Cooperative #1, Inc.,

The HMC Board is working with Stillman Management Realty Corp. to utilize their notification service called **ONE CALL NOW**. The **ONE CALL NOW** service provides a way for HMC and Stillman to send mass communication messages (through telephone calls, e-mail, and/or text messages). This system will be used to notify all residents of emergencies and planned events/services/maintenance quickly and efficiently (i.e., loss of heat, water leaks, water shutdowns, etc.).

You will continue to receive email notices of upcoming events, but the **ONE CALL NOW** alerts will come in real-time. You are not required to sign up for this service. If you do not sign up, it will not affect any other method of communication you currently use with HMC. However, you will miss a real-time alert from ONE CALL NOW. Additionally, your information will be maintained in a confidential system and will not be shared or sold.

Please fill out the attached form and return it to the facility office behind 98 Charter Circle **OR** via e-mail to jguiliano@stillmanmanagement.com **no later than Monday, January 31st, 2022**.

Respectfully,

Stillman Management Realty Corp.
As Managing Agent For
High Meadow Cooperative #1, Inc.
By: Jenna Guiliano, Property Manager

ONE CALL NOW – Contact Information Sheet

Please enter contact information for up to two (2) people per apartment in the space provided below. If you select more than one communication method, you may receive messages on all methods selected.

RESIDENT 1 – Please print all information clearly

Name: _____ (first and last)

Unit Number #: _____

Please complete the information on how you want to receive emergency notification

Contact Method	Enter number or email address	Check the box to enable emergency notifications
Home Phone:		<input type="checkbox"/>
Email address:		<input type="checkbox"/>
Cell Phone:	<input type="checkbox"/> Voice OR <input type="checkbox"/> Text	<input type="checkbox"/>

For cell phone option: you must choose **EITHER** voice or text messages, selecting both will default to voice.

RESIDENT 2 – Please print all information clearly

Name: _____ (first and last)

Unit Number #: _____

Please complete the information on how you want to receive emergency notification

Contact Method	Enter number or email address	Check the box to enable emergency notifications
Home Phone:		<input type="checkbox"/>
Email address:		<input type="checkbox"/>
Cell Phone:	<input type="checkbox"/> Voice OR <input type="checkbox"/> Text	<input type="checkbox"/>

For cell phone option: you must choose **EITHER** voice or text messages, selecting both will default to voice.

How to Receive Test Messages on your Cell Phone:

1. Send a text to 22300;
2. Then type the word ALERT (all CAPS) and hit Send;
3. You will get a thank you message from ONE CALL NOW.

Return completed forms to Stillman Management by dropping it off at the facility office located behind 98 Charter Circle, or emailing iguiliano@stillmanmanagement.com