

## MEMORANDUM

DATE: October 28, 2013

TO: All Residents  
Le Parc Homeowners Association

FROM: Le Parc Board of Directors

RE: Fireplace and Chimney Cleaning

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**Do you know the importance of fireplace and chimney cleaning and maintenance?** Did you also know that your association performs this maintenance at no cost to you?



Winter is steadily approaching and fireplace season is quickly arriving. But if your chimney and fireplace has not seen regular maintenance and cleaning for some time, then your soothing fire can quickly become a hazardous condition.

Chimney cleaning and maintenance should be checked and performed at least once a year to ensure safe fireplace conditions. Please contact Management to schedule the yearly, and free of charge cleaning/maintenance of your fireplace/chimney asap.

Should you have any questions, Accell Property Management may be reached at (949) 581-4988.

