



**TRI
STATE
ELEVATOR**

MODERNIZATION

A Planning Guide For Residents

How To Best Adjust To The Elevator Schedule

HELPFUL HINT #1

Consult your physician if you have a medical condition that may prevent or limit you from using the stairs and strenuous activities.

HELPFUL HINT #2

Get out of the building. If you have a vacation, plan to take it during the modernization project. Visit your aunt Tillie, take that road trip to the Grand Canyon you always promised yourself, or go stay with family or friends for a while.

HELPFUL HINT #3

Plan your weekly/daily schedule to eliminate unnecessary trips up and down the stairs. For example, if you must keep a doctor's appointment at 2:00 pm and you also have to drop clothes at the dry cleaners and pick up groceries, run these errands together. Do them in one day, scheduled around your doctor's appointment, and while your coming in, pick up your mail. If you can not carry the packages see Help Hint #4.

HELPFUL HINT #4

To help carry laundry, groceries, packages, etc. up and down the stairs, consider using hired help. Contact the Youth Employment Service of your local high school to provide strong, eager helpers. Also, some parochial schools have community service programs at no charge. The Red Cross and Salvation Army may also be of help. It may not be economically feasible to provide this coverage all day, so select an appropriate time period in the day. Provide a means of identification for each "helper". You do not want strangers coming in and out of your building/apartment.

HELPFUL HINT #5

Designate a floor captain for each floor. The purpose of the floor captain is to provide assistance to those residents on their floor that need help. A floor captain might want to have the keys, phone numbers and emergency contact phone numbers of each resident on the floor and check in on those residents that can not get about easily. Get to know your neighbor. Get to know your floor captain. Call these people if you need assistance. If you can provide assistance to others, do it. Check in with elderly, sick, young mothers, and handicapped residents from time to time.

HELPFUL HINT #6

Keep your laundry detergent down in the laundry room.

HELPFUL HINT #7

Keep your shopping carts/strollers down stairs; no need to lug those up and down the stairs.

HELPFUL HINT #8

Keep the stairways clean and well lit. Provide a chair adjacent to the stairway for those that need a rest.

HELPFUL HINT #9

Inform your local emergency service personnel of the elevator modernization and the location of any resident that may need their assistance.

HELPFUL HINT #10

Arrange for home delivery with local merchants.

HELPFUL HINT #11

Postpone delivery of furniture, carpeting, contractors, etc.

HELPFUL HINT #12

Please be supportive and considerate of the elevator mechanics working in your building. Their job is stressful enough without having to fend off cynical and rude comments from the multitude of residents. No doubt your positive feedback will motivate the work crew more than a snide comment.

HELPFUL HINT #13

Be cautious of yourself, small children, and pets when near the elevator.

HELPFUL HINT #14

Don't rush out of your apartment. Haste makes waste. You don't want to be down at the lobby and realize you forgot to take your mail. Take time to collect yourself when leaving your apartment.

HELPFUL HINT #15

If you have any further ideas or comments please contact us so we may share them with other residents. Good Luck and enjoy your modernized elevator(s).

MEMBER OF



Tri-State Elevator Co., Inc. does not assume any liability for direct/indirect damages, injury, or losses that may arise from improperly planning and implementing any helpful hints. Always consult with your local building inspector and emergency service providers before implementing any plan.

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