



Commonwealth

REAL ESTATE SERVICES

Keeping In Touch - April

Oregon Managers,

We are currently working on the Insurance Audit and have been sending out notices to residents requesting their insurance information. Slowly but surely, residents have been responding to our requests and a large amount of residents have turned in their Insurance Declarations. Remember, the law recently changed and we can only request a minimum of \$100,000 for general liability coverage even if their Rental Agreement states they must carry \$250,000 for general liability coverage.

As residents continue to turn in their insurance information, please remember to upload the copy of the declaration page to the Resident Documents and input the insurance information in the Quickset 1/Site and Home/Home Details/Insurer Information tab if you are using MA. If you are using Rent Manager, the declaration page will need to be uploaded in the History/Notes tab and a Excel spreadsheet will need to be created to track the insurance information.

You will need to continue to monitor, and make sure you reach out to residents upon insurance expiring. We want you to reach out to them to get their renewal declarations prior to the current policy expiration date. Due to the recent fires in our communities, we have started to monitor the resident's insurance more closely and we will be pulling the Insurance Report with the Delinquency Reports on the 16th of the month. If you need instructions on how to pull the Insurance Report in MA, please let your Admin know so that they can send you instructions. Please also make sure you are updating the insurance information as you receive it, and you are following up with your residents to get their up-to-date insurance information.

We appreciate your cooperation and hard work in helping us to complete the Insurance Audits. If you have any questions, please reach out to your Admin or Regional Manager.

Oregon Managers,

Please also note that we will be sending out an updated

calendar with updates on the "72 Hour Notice/10 Day Notice" change once the Oregon Legislative change is finalized. Until we receive more information, please do not send out 72 Hour Notices.

Washington Managers

Due to the influx of email that is now going to the washington.admin@cwres account we have opted to utilize the Washingtonapps@cwres.com email as well. Effective immediately please send all application communication to Washingtonapps@cwres.com. The Admin account will remain available for maintenance and inspection logs, and all other property specific inquiries will be addressed by your admin's personal email. Both email accounts will come up if you type in "WA" so please double check where the email is going before you send it.

As a reminder, please send an email to the WA APPS account after all necessary documents for an applicant have been uploaded and the applicant is ready to screen.

Necessary documents include:

- o Paid \$60.00 application fee
 - One for each applicant over 18
- o A Valid ID
- o 2 months pay stubs or bank statement.

Thank you kindly for working with us as we continue to find ways to remain efficient!

Please call the office if any questions arise.

Refresher Training - 4/12

QMM Meeting - 4/19

Refresher training will be covering applications. Please let your Admin know by 4/7 if you would like to attend. The official invite will be sent out 4/10.



**EQUAL HOUSING
OPPORTUNITY**

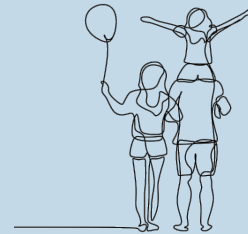
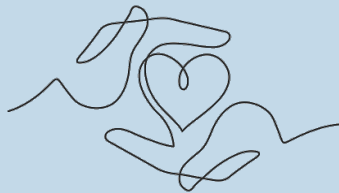
Fair Housing

For Cause Notices



Handling Difficult People

WELLNESS CORNER



As we emerge from the age of COVID, it's important that we continue to stay vigilant and proactive with our health.

And that begins with building a transparent relationship with your doctor.

Follow the link below to learn how to overcome healthcare anxiety and get the most out of your wellness:

[Learning to Advocate for Yourself By Understanding Your Health](#)

CHS Manager Recognition

Congratulations to all the managers who have sold homes recently through CHS!

Ronda Aldridge - Sundial #576
Michelle Enrici - Seminole Estates #123
Denise Stephens - Bow Lake #113
Deanna Long - Anglers Pointe #105
Deanna Long - Anglers Pointe #69
Michelle Gruetter - Glen Tualatin #34
Nichole Olsen - Angel Haven #126
Christina Ward - Swedetown Village #9



Commonwealth Anniversary Dates

Ken Foote - 1 year 4/1
Ron and Cindy Harris - 5 years 4/1
Carolyn Guy - 17 years 4/1
Tony Ramirez - 10 years 4/2
Robert Jennings - 5 years 4/3
Tanya Weathers- 4 years 4/5
Michelle Gruetter - 6 years 4/11
Nancy Miranda - 7 years 4/11
Pam Lindberg - 14 years 4/15
Steve Quillan - 1 year 4/20
Donald Boe - 6 years 4/26

Congratulations!

SAFETY CORNER



THE THREE TYPES OF DISTRACTED DRIVING AND HOW TO AVOID THEM

 VISUAL	 MANUAL	 COGNITIVE
		
<p>Keep your eyes on the road.</p> <p>Pull over to read directions.</p> <p>Put your phone in "Do Not Disturb" mode.</p>	<p>Keep your phone out of reach.</p> <p>Make all adjustments before driving.</p> <p>Don't reach for items while driving.</p>	<p>Avoid phone calls, even hands-free.</p> <p>Stay focused on the road.</p> <p>Keep your emotions in check.</p>

5 TIPS FOR SAFE DRIVING

 AVOID DISTRACTIONS	 WEAR YOUR SEAT BELT	 DON'T SPEED	 STAY CALM. BE ALERT	 SEMI SAFETY
---	--	--	--	---

"Stay Focused on Safety"

Distracted driving claims the lives of more than 3,000 drivers annually. On top of that, nearly 300,000 others are treated for distracted driving related injuries*.

This overwhelms hospitals, endangers drivers AND pedestrians, and is almost entirely preventable.

Your phone can wait. Your safety cannot.

**National Highway Transportation and Safety Administration (NHTSA) 2019*



SAFETY FIRST!!!

CALENDAR CORNER

2023 TIMESHEET CALENDAR

OREGON APRIL CALENDAR

WASHINGTON APRIL CALENDAR

**Thank you for all of your hard
work!**

-CWRES Team

Stay Connected

