On-Line Work Orders - Please address any maintenance problems immediately as it can be more expensive and more difficult to remedy the worse they get.

Use the on-line Work Order Request at: http://workorder.housing.uci.edu/_PV_home.html. Do not use this site for any emergency requests (leaking water, overflowing sink or toilet, etc.)

To Open a Work Order Request:
• Select PV Work Request Option.
• Select your Building then click the button.
• Select your Apartment Number from the drop down menu for Floor Request. Do not select Floor 1 for any apartment maintenance. Then click the button. Please make sure you use your correct apartment number.
• Fill out the form completely. Insure all fields marked with an * are completed or you will not be able to submit the work order request.

Please Bring your Trash to the Dumpster
Accumulation of trash and newspapers are both health and fire hazards. Please remove and place trash from your apartment in the garbage and recycling bins provided in the dumpster areas located in the parking lot. Do not put your trash on stairways, landings, in laundry rooms or other common areas.

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NEIGHBORLY COURTESY - Summertime is here and so are the warmer nights. Many residents leave their windows open at night to welcome fresh, cool air into the apartment.

Sound will also travel more quickly through an open window, so please be mindful of your neighbors when you are outside and after the quiet hours. Quiet hours are in effect Sunday through Thursday from 10:00 pm to 8:00 am and Friday and Saturday from 12:00 midnight to 8:00 am. Please note that this does not mean that all noise levels are acceptable before these hours.

The rights and comforts of other community members should always be taken into consideration. If a neighbor requests your cooperation in lowering noise levels so that they may study or sleep, please be considerate and keep in mind that their schedule may not be the same as yours.

"Be strong enough to stand alone, smart enough to know when you need help, and brave enough to ask for it." - Mark Amend

Your Vehicle Registration - Palo Verde’s parking policies are enforced by UCI Parking and Distribution Services. All vehicles located in the Palo Verde parking areas must have current registration and be in operable condition. All vehicles parked at Palo Verde must be registered under the appropriate resident account. The Resident must inform the Palo Verde Housing Office of changes in vehicle information (i.e. new car purchase). Once you receive parking permission from the Palo Verde Office, immediately go on-line to your parking account and enter your license plate number under Current Vehicle.

Failure to do so will result in a citation.

If you purchased a new vehicle without license plates, bring the New Vehicle Dealer Temporary Registration that is affixed to the front window of the vehicle to the Palo Verde Office for registering it for parking privileges. Immediately go on-line to your parking account and enter your license plate number under Current Vehicle.

Upon removing your registration stickers once you receive your vehicle plates, please make sure you retain your registration card in your vehicle for the purpose of ownership and in the event of a vehicle incident. Bring in the registration to the Palo Verde Office to for us to copy for our files in order for the temporary permission to be removed. Immediately go on-line to your parking account and enter your license plate number under Current Vehicle in place of the VIN number.

Resident is solely responsible for updating their account. Failure to notify the Palo Verde staff and complete/update the required paperwork may result in their permission being revoked, the account deactivated and/or a citation.

"We don’t stop being beautiful, we stop believing we are beautiful.” ~ Bryant McGill
**Emergency Work Orders** - For any maintenance issues that need immediate attention (leaking water, overflowing sink or toilet, etc.), please call the Palo Verde Office immediately at: (949) 824-8918 during business hours. For after hours, page (949) 651-3579 rather than placing a work order on-line. Address maintenance issues immediately as it can progressively and exponentially be more difficult to remedy the worse they get.

**Table: Block Party Schedule**

<table>
<thead>
<tr>
<th>Date</th>
<th>Apt Building</th>
<th>Party Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, Oct 2nd</td>
<td>1100 - 6300</td>
<td>PV Clubhouse Grills</td>
</tr>
<tr>
<td>Tuesday, Oct 3rd</td>
<td>7600, 8000 - 8800</td>
<td>Grills between 8400 and 8700</td>
</tr>
<tr>
<td>Wednesday, Oct 4th</td>
<td>7100 - 7500</td>
<td>PV Community Room Grills</td>
</tr>
<tr>
<td>Thursday, Oct 5th</td>
<td>8000 - 8400</td>
<td>PV Community Room Grills</td>
</tr>
</tbody>
</table>

**Have Trouble Sleeping?**

Many of us experience trouble sleeping at one time or another. Usually it is due to stress, travel, illness, or other temporary interruptions to your normal routine. If sleep problems are a regular occurrence, it can interfere with your daily life. Here are some tips to get a good night’s sleep:

- Keep your bed for sleeping. Ban your work life - a common cause of stress from your bedroom.
- No TV and computer use right before bed. Put your work away at least one hour (preferably two) before bed.
- Avoid caffeine, alcohol and smoking. Avoid before-bed snacks, particularly grains and sugars that might wake you up.
- Eat a high-protein snack several hours before bed.
- The darker it is, the better you’ll sleep. Cover electrical displays, use heavy curtains or shades to block light from windows, or try a sleep mask to cover your eyes.
- Set a regular bedtime. Go to bed at the same time every night. Choose a time when you normally feel tired, so that you do not toss and turn. Try not to break this routine on weekends when it may be tempting to stay up late.
- Avoid using loud alarm clocks and remove the clock from view.
- Wake up at the same time every day. If you are getting enough sleep, you should wake up naturally without an alarm.
- Keep the bedroom temperature no higher than 70°F with adequate ventilation.
- Do not drink any fluids within 2 hours of going to bed. If you wake up during the night to use the bathroom, keep the light to a minimum so it will be easier to go back to sleep.
- Give your body time - an hour or so - to wind down before slipping into bed. Take a bath, read a good book (try fiction!), and learn to practice deep breathing and relaxation exercises to calm nerves and encourage a peaceful night’s sleep.

**Palo Verde Evacuation Site Event Emergency Evacuation Planning**

**TUESDAY, OCTOBER 17th**

8:30am - 11:00am, 12:00 - 3:00pm

Visit the tents/balloons at the PV evacuation sites and pick up valuable information on emergency preparedness. Free coffee, granola bars and PopTarts while supplies last during the morning session and chips/snacks for the evening session. Promote sustainability by bringing your own coffee or travel mug (cups will also be provided). Stop by any or all sites and sign up to WIN PRIZES! Prizes include the following:

- (2) $1b Ground Peet’s Coffee, (2) USB Flash Drives, (1) First Aid Kit, (1) Earbud Headphone (1) Multi-Utility Tool (1) Grand Prize of a Radio/Flashlight

**Site 1:** Near the crosswalk to the bridge across E. Peltason Drive and lot 17A.

**Site 2:** Near the corner of the arena and Paro Verde

**Site 3:** Between the parking lot (near PV 8500 and 8600) and Aneatear Drive.

**PV Playgroup** - Every Thursday

3:30pm - 5:00pm in the Community Room

Playgroup has juice for the children and coffee and tea for the adults. This playgroup is a free playtime for the children which allows more socialization (and relaxation) for the parents. Feel free to bring a toy or two which your child is comfortable sharing.

**Everyone is welcome and it is Free!**

Childcare service is not provided. Should you require accommodations for this or any PV event or program, please contact sherwood@uci.edu

For more information, please visit:

http://www.housing.uci.edu/housingOptions/Palo_Verde.html