

SERVICE REQUESTS

Resident(s) are provided 24-hour contact with Service Personnel. All maintenance service requests are handled at the management office.

EMERGENCIES

Marshall Square and West Creek Apartments (717)732-1553. For non-emergency maintenance, please contact the leasing office during normal business hours. Emergencies for which a service technician will be dispatched include:

1. No electric power (if you have circuit breakers in your apartment, please check prior to calling)
2. No heat
3. Broken water line or water leaking into your unit
4. Sewer and/or commode overflowing. Please turn off the water main valve at the base of the commode to limit flooding.
5. Vandalism
6. Smell of burning substance, gas, etc.

OTHER EMERGENCY NUMBERS

Ambulance:	911
Fire:	911
Police:	911
State Police:	249-2121
Poison Control Center:	1-800-521-6110