



ANNUAL FIRE SPRINKLER INSPECTION

ALL UNITS MUST PROVIDE ACCESS

****WEDNESDAY, OCTOBER 27, 2021 &
THURSDAY, OCTOBER 28, 2021****

Dear The Mills at Cortez Hill Resident,

Please be advised that The Mills at Cortez Hill must complete the annual Fire Sprinkler Inspection to recertify their fire sprinkler system for the building compliance by fire code. This will require all units to provide access for an in-unit fire sprinkler inspection. The fire sprinklers will be inspected by Western Fire, and the inspector will notate any sprinkler heads that require replacement. Please ensure that you provide access based on the set schedule on the back of this notice. We will **NOT** be accepting keys/lockbox codes for this project – Western Fire requires that someone be available to provide access to the unit during your scheduled time, so we recommend having a family member or friend assist with this if you cannot be home. In addition, Western Fire will not enter into any units if someone over the age of eighteen (18) is not present, or if there are dogs loose. Any unit that misses the inspection date will require a return trip, with a return trip fee of \$400.00 that the owner of the unit is responsible for paying. It is highly encouraged you plan to have a point of contact at your unit for your inspection date and time. For any questions regarding this project, please contact jpoulton@actionlife.com.

For the Board of Directors,

Justine Poulton, CMCA
Community Manager



6TH AVE. BUILDING		WEDNESDAY, OCTOBER 27, 2021
Floor	Time	
5 th Floor	8:00am – 9:00am	
4 th Floor	9:00am – 10:00am	
3 rd Floor	10:00am – 11:00am	
2 nd Floor	11:00am – 12:00pm	
1 st Floor & Commercial Units	12:00pm – 1:00pm	

7TH AVE. BUILDING & COMMON AREAS		THURSDAY, OCTOBER 28, 2021
Floor	Time	
5 th Floor	8:00am – 9:00am	
4 th Floor	9:00am – 10:00am	
3 rd Floor	10:00am – 11:00am	
2 nd Floor	11:00am – 12:00pm	
1 st Floor	12:00pm – 1:00pm	
Common Areas	1:00pm – 2:00pm	