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## 24-Hour Emergency Service Program

The Regency Management Group, LLC Howell corporate office is open Monday through Friday, 9:00 am to 5:00 pm to respond to all community association business that is not taken care of by on-site offices.

The main Howell office also responds to Emergencies after regular business hours, (evenings, weekends and holidays). The number to dial for all hours (days, nights, weekends, etc.) is **732-364-5900**.

After regular business hours, calls are automatically transferred to a computerized answering service. Please listen to the entire message. The Emergency Service line is "5." Leave a message in the emergency mailbox and the manager on call will be paged to listen to your message and respond appropriately.

When calling the management emergency system or the answering service, please help us, help you by providing the following:

- **State your name, address and telephone number**
- **Identify your community**
- **State the nature of the emergency**
- **Specify if the manager on-call must contact you directly**

All emergency calls are responded to within 60 minutes. Final repairs however are scheduled as soon as possible (i.e.: roof leaks cannot be repaired during a storm).

**Definition of emergency: An emergency situation involves imminent danger to property or individuals, which requires immediate attention.**