How to welcome new residents during the current “Shelter in Place Order”.

Attention all Mailbox Captains:

Neighborhood Watch has developed new procedures to welcome our new residents. To ensure everyone’s safety and until the shelter in place order has been lifted, Mailbox Captains will no longer be meeting new residents face to face.

Instead, Mailbox Captains are asked to:

1. Complete the mailbox captain’s portion of the “Welcome to the Neighborhood” form and
2. Mail to the new resident or leave a copy on their front porch
   a. Write a short note or use the bottom half of the page and attach to welcome form
3. Request that the new resident call, email or leave the form at the mailbox captain’s door.
4. When the information is received from the new resident, the mailbox captain will send a link to the NW Virtual Welcome Packet and then follow up with a phone call.
5. We will send you an email and update the Calendar once Welcome Tuesday resumes.

Greetings from your Neighborhood Watch Mailbox Captain

Although I am unable to contact you “face to face” due to the current “Shelter in Place” order, I want to welcome you to the neighborhood. Please review the attached document and if interested, please complete your portion of the Welcome to the Neighborhood form and either leave it on my front porch, email me the requested information or give me a call. Rest assured your information is always kept confidential and will never be shared outside of Neighborhood Watch.

I look forward to meeting you and Welcome to the Neighborhood!

Sincerely,

Your Mailbox Captain