

# USER TIPS

[www.ParkCityTownhome.com](http://www.ParkCityTownhome.com)

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To increase your enjoyment of the amenities provided, it is highly recommended that you refer to these User Tips. They are also provided on or near most of the amenities listed.

(Bonus Tip: Reading these tips early on will also make you seem really smart and knowledgeable to those you are with.)

# 1.

## PHONES

### Also, Answering and Fax Machines & Internet Access

#### PHONES

1. **Park Avenue Unit 254 has two phone lines.** The main number for the unit is **435-615-1540**. The number for the Fax (All-in-1), and the phones next to the fax and in the Master Suite, is **435-615-1931**.
2. **Local phone calls in Park City are free.** However, calling or faxing long distance requires a phone /calling card. Please see the instructions besides the phones downstairs. Or, just use your cell phone, if you have one. Frequently used numbers are also stored in the phones downstairs and easy to access local numbers are on lists next to them. Please remember to recharge cordless phones.
3. **If your group is occupying the entire unit, computer access is available downstairs** by using the Ethernet cable on the Kitchen counter connected to a cable modem and router in a cabinet. Your computer may also be able to access the wireless router. This dedicated computer access allows you to receive phone calls or faxes through the other numbers. However, fax service is unavailable when line 2 is used. **Line 2 can be accessed in the places:** 1) under the kitchen counter and the coat at the outlet marked "Data", 2) via an extension cord located behind the couch in the living room and 3) in the Master Suite near the Kitchenette. Line 2 can also be used as a backup dial-up Internet connection.
4. **If two different groups are occupying the unit,** the main number (line 1) should be the only line used for the townhouse and the data number (line 2) will be the exclusive line to the Master Suite or Lockout. As a result, the fax / multifunction machine) will need to be changed from line 2 to line 1 under the kitchen counter, and the cordless phone in the lockout should be relocated to another room. (Please see Section 9, Part 2: Using the Unit with Different Groups or Separately.)

#### MULTIPURPOSE & ANSWERING MACHINES

1. The [All-in-One](#) or **multi-purpose machine**, an HP 40v works with or without a computer for copying and faxing, but requires a special procedure noted on the side of the machine to send faxes. A computer with a USB port using Windows 98, 2000, or XP can be attached to the cable in back to also provide printing and scanning. Instructions on its use can be found under this device in the paper tray. It operates on line 2 so it does not interfere with calls on line 1. But it will not receive faxes if line 2 is in use (for phone calls, fax or Internet Access) and needs to be changed to line 1 if someone is using the lockout.
2. **The answering machine**, an Uniden 5.6 GHz dual phone system, operates on line 1. The answering machine and a cordless phone are on the end table in the living room and the second phone is in the lockout unit. Although mailbox 1 is set up for use, the other two mailboxes can also be used; just be sure to erase personal messages. These phones have a paging and intercom function to connect people at opposite ends of the unit. Instructions for the answering machine are in the drawer under the base unit. If the all-in one machine is connected to line 1, both machines will work if the set-up on the answering machine is on 3 or 4 rings and the fax machine is on standby.

**ASSISTANCE:** Instructions may be found in drawers under the phones and the machines. Also, please contact Rebecca Goodman with Peak to Peak Houskeeping Service at 435-640-0469, if you have any questions.

# 2.

## HOT TUB TIPS & LIGHTING

### HOT TUB

1. **In winter, please remove any snow from the cover** (with a broom or shovel, if needed) **away from the brick wall** so there is enough space to fold back the cover between the tub and the wall.
2. **Open the cover at the front**, near the sidewalk, and then fold it back over the metal rod and along the side, where the control panel is located, so that the cover is raised up to the brick wall.
3. **To turn the hot tub on, press the 1 button TWICE** on the corner of the control panel (it has a couple of waves underneath it). The adjacent button with a 2 is not operational, so don't expect it to work. Also, please **do not** press the lower left button with a 3 that will turn the **tub off**. If the LCD display says "off" just press the 3 button again. If all jets do not work, be sure the small black knob left of the control panel is turned properly. If an individual jet is not working, twist the circular ring around the jet nozzle.
4. **The normal temperature is about 103F. To change the hot tub temperature**, use the up and down arrows under the LCD. A small "flashing stick" will show under the temperature indicating that the temperature is being reset, however, the number on the LCD will change back to the current temperature. Since the hot tub is very energy efficient, **it can be difficult to lower the water temperature unless** the cover remains off for a while and/or cold water is added from the hose in the carport closet.
5. **If you are using the tub at night**, you may want to turn on the tub lights by pressing the sun or star like symbol on the control panel. The atrium lights are motion activated. (See Outside Lighting below.)
6. **If electric to the hot tub needs to be shut down**, use the circuit breaker in the mechanical closet of the carport or the switch under the tub behind the (unlocked) maintenance panel. For your safety, use the spa properly and please **do not** - stay in too long, fall asleep, consume alcohol or use breakable glass. Also, please place wet towels in the washer/dryer and do not sit on the furniture inside with a wet suit.
7. **When you are finished** using the hot tub, please: **a) Turn off the motor** by pressing the 1 button on the control panel (with waves underneath); **b) Turn off the hot tub light**, if on, by pressing the star / sun button; **c) Be sure the temperature is set for 103F** and **d) Replace the spa cover** to keep it clean.

**Note:** For Hot Tub assistance, contact Chris with Big Splash Spas at 435-640-1074.

### LIGHTING

1. **Outside lighting** is motion activated and the carport lights are "on" at all times. However, in the atrium, the light above the hot tub can be turned on/off by the switch next to the front atrium door and the walkway light can be adjusted on/off at the base. Also, the patio light can be activated with the switch left of the TV and by toggling the knob on the top of the light left to right and setting it in the middle.
2. **Interior lighting** downstairs includes dimmer switches for the kitchen counter and fireplace, at either end of the hallway, and is controlled by the tab on the right side of these switches. There is also a dimmer switch for the dining area. For the living room lamp switch to work, the lamps and tree lights must be on.

# 3.

## LAUNDRY TIPS

The following items will help make it easier and more effective to use the washer and dryer.

### WASHER

**PLEASE, DO NOT PLACE DETERGENT IN THE CENTER TUBE OF THE WASHER, which is for softener, OR IN THE CORNER, which is for bleach.**

- 1. INSERT DETERGENT on top of your clothes,** in the recommended amount. (Detergent is available at the Supermarket across the street, or the onsite Laundromats.)
- 2. SELECT: Load Size, Water Temperature and the Cycle.**
- 3. TO START WASHER – you must CLOSE THE LID & pull out the center KNOB.**

### DRYER

**PLEASE, CLEAN THE LINT FILTER BEFORE EACH LOAD, OR THE CLOTHES MAY NOT DRY PROPERLY, OR WORSE, IT CAN CAUSE A FIRE HAZARD.**

- 1. SELECT CYCLE.** Use **INTELLIDRY** to automatically find the desired dryness by sensing the moisture level of the clothes.
- 2. TO START DRYER – you must CLOSE THE DOOR & press the START BUTTON.**

**NOTE:** Washing in hot/warm water will leave a little less hot water for baths and showers. So, you may want to schedule your washing opposite of showers and baths.

Instructions may also be found in one of the nearby drawers under the kitchen counter.

For assistance, please contact Rebecca with Peak to Peak Housekeeping service at 435-640-0469.

# 4.

## FIREPLACE INSTRUCTIONS & GAS STARTER TIPS

### Free Firewood is Available

On either the patio, upstairs porch or in the carport. For more firewood, contact maintenance below.

### The Chimney Flue Is Permanently Wedged Open.

It does **not** need to be closed or opened manually.

1. **Be sure the metal grate is at the back of the fireplace against the brick, and insert wood in the back of the grate.** Failure to keep the grate & wood in the very back may cause smoke to enter the room. Take only the wood you need for the evening by temporarily placing it in the log holder, but do not store it in the holder overnight as it may contain ants or other bugs that become active with a warmer temperature. Also, please recover the patio firewood with the tarp.
2. Use the gas starter by inserting a brass key into the valve just left of the fireplace, if necessary. (It may already be in the valve, on the mantle or in the drawer of the end table.) Before turning the key in the valve about one-quarter turn clockwise, open the fireplace glass doors &/or mesh and light up the lighter stick or long match; do not use a regular match. **Please light the gas starter right after the gas is turned on with an extended arm; keep your face outside of the fireplace in case the initial gas flame bellows.** Then increase the gas about another quarter to half turn if desired.
3. **Please be sure to turn off the gas after the fire is burning** (usually within about 5-minutes). If small children are present, remove the key from the gas valve and keep it on the mantle or out of their reach.
4. If you burn a fire with the glass doors open, **please close the wire mesh to prevent sparks from flying out and be sure the scatter rug in front of the fireplace. Please protect the wall-to-wall carpet with this rug!**
5. If you burn the fire with the doors closed, open the air vents by moving the center tabs at the top and bottom of the glass doors. **When the fireplace is not in use, or if it is in use and you are going to bed, please close the glass doors and the air vents** to keep out the cold and/or smother the fire.

**WARNING:** If the wood is not in the very back of the fireplace, some smoke may enter the room. Just try to reposition the fire to the back. A CO2 detector is located left of the entertainment center to detect any gas leaks. However, if you smell unusual odors, or have fireplace problems, contact the cleaning service.

**Improper use of a gas starter and fireplace can be dangerous**, so please act responsibly. Any damages are responsibility of the renter.

# 5.

## TIPS for the TV, Stereo & A/V Switcher - Page 1 of 2

This Home Theater System at the ParkCityTownhome provides for great audio / video (A/V) enjoyment. The Sony components include a 32-inch TV, Stereo Receiver with Dolby Digital Sound, VCR, Tape Player and A/V Switcher for Video Gaming. There is also a DVD/CD player, six speakers and four remotes. Should any item be missing, notify management (see reverse side) immediately. Manuals are in the drawer under the TV.

**For Tips on the CASSETTE TAPE, DVD/CD and VCR, please see the back (next) page.**

### TELEVISION

1. **TURN ON the TV** manually or with a remote. Please be sure it is set to TV, not Video.
2. However, please **do not select "TV" on the stereo**; it will not work. Unfortunately the Sony TV does not allow simultaneous use of TV and stereo speakers. Hence, it's easiest just to use the built-in TV speakers.
3. But if you need to listen to the TV through the Stereo, you must select TV channels with the VCR and: 1) turn stereo receiver on and select VCR 1, 2) turn the VCR on, 3) turn the TV to Channel 3 and set to Video (not TV), and 4) select the desired TV channel on the VCR. **When done, set the VCR back to 3.**
4. For normal TV sound and viewing the VCR should be turned off, showing only the (always correct) time.
5. Please TURN OFF the television when leaving, or if you desire to listen to the stereo instead.

### STEREO

1. To use the stereo, turn the **POWER ON** and **wait about 10-seconds before turning the volume up**, because the receiver takes several seconds to warm up. Also, **please TURN OFF the receiver** when you are leaving the unit.
2. **Select the desired setting on the receiver** e.g. Tuner for AM/FM, Tape, CD, DVD or VCR, **but not TV**. AM/FM reception in Park City is very limited, but tuning the Radio Shack power antenna next to the left main speaker helps. If this antenna falls behind the TV or is disconnected, radio reception will be poor.
3. If needed, turn the POWER ON a specific component that matches the receiver, e.g. Tape, CD, VCR, etc. Exceptions that automatically turn on are the power antenna, A/V Switcher and the sub woofer (if set on).
4. **Select a proper "Sound Field" for music vs. movies**. Choose one of three buttons under the LCD on the receiver: 1) 2 Channel (2 CH) for music listening, 2) AFD for DVD/VCR play or 3) a Digital "Mode" for TV/video. Use the dial on the receiver or "Mode" on the remote for a setting, e.g. Stereo Movie/Games.
5. **Select what speakers you want**: A is for the living room, B is for the kitchen, or use A+B for both.
6. **The sub-woofer speaker**, should be used mostly with movies. It is located on the ground under the boat bookcase left of the stereo. Turn it on / off and adjust the Level and Cut Off Freq. manually.
7. Control the receiver either manually or with the unified AV System remote control.
8. Despite the brick walls between units, the music carries. Please be considerate and keep the volume at a reasonable level. **Again, please TURN OFF the Stereo when leaving the unit.**

### A/V SWITCHER - for Video Game & Camera Connections

1. **Connect Video Games, cameras, etc., into the A/V Switcher located under the stereo**, left of the TV. **Please DO NOT disconnect any A/V cables or connect directly to the TV; changing the wiring may result in a reconnect fee.** If TV game sound is not adequate and you need stereo sound, we have a pair of RCA cords labeled "For Stereo Game Sound" on the same shelf as the Switcher. Plug your sound cables into these cords, select VCR 2 on the Receiver and plug the video cable into the Switcher.
2. Also, please note that the deluxe game cable attached to the Switcher supports multiple game connections for Sony PS 1 and 2, Nintendo and Sega, making it unnecessary to attach the noted video game cables.
3. Do not press the Manual settings on the A/V Switcher, it should stay on "Auto" and should automatically transfer audio and video signals to the TV.
4. An electric outlet for game consoles or other attachments is just left of the entertainment center.

# 5.

## TIPS for the VCR, Cassette Tape & DVD/CD Players - Page 2 of 2

Brief directions on the stereo components may be found on the A/V Quick Guide on top of the coffee table or on the entertainment center. Electronic instruction manuals are in the left drawer under the TV.

**For Tips on the TV, STEREO and A/V SWITCHER, please see the previous page.**

### VCR (Video) PLAYER

1. Manually or with remote, **be sure the television is On and set to Channel 3. Select "Video" on the TV.** When watching a VHS tape, the VCR should also be on Channel 3.
2. **Turn On the VCR player**, insert a desired tape and **press Play**. Adjust the TV speaker volume.
3. **To also use the Stereo speakers** : 1) **turn ON the Stereo**, but please wait several seconds before turning the volume up, 2) **select VCR1**, and 3) **select a "Sound Field"** that is proper, e.g. AFD or "Mode". Use the stereo dial to find your desired setting or the Mode button on the AV System remote.
4. Turn on the sub-woofer speaker, right of the entertainment center, and adjust the sound levels as desired.
5. **If the LCD displays "L2"** or something other than the time, the channels of the VCR must be reprogrammed. (See the manual.)
6. Please be sure to rewind the video when through, and turn off the receiver, VCR and TV. Please return any tapes belonging to the unit to the "Video Library" in the top right drawer of the entertainment center.

### CASSETTE TAPE PLAYER

1. Turn on the Receiver, and if the cassette player does not turn on, also power on the Cassette Tape Player.
2. **Select "Tape" on the receiver.** Also select the proper "Sound Fields" - located near the center and directly below the receiver's LCD; 2 Channel (2 CH) is recommended.
3. Select Eject/Open on the tape player and insert a tape, and choose Play. The player can skip to the beginning of the next song. You may want to use the tapes behind the door under the stereo.
4. You may also want to turn on/off the sub woofer located left of the entertainment center, or adjust its level.
5. Please **TURN OFF the Tape Player and receiver when finished**, and return any borrowed tapes.

### DVD/CD PLAYER

1. **Turn on the DVD/CD player and the Stereo receiver.** MP3s, CD/Rs and CD/RWs can also be used.
2. **Insert a DVD /CD.** For DVDs, turn on the TV /set to Channel 3 and set the TV/Video switch to "Video".
3. **Select either DVD or CD on the receiver.** (CDs will still play if DVD is selected, but not vice versa.)
4. **Select the proper "Sound Field"** on the stereo; 2 Channel (2CH) for CDs; AFD for DVD to obtain 5.1 CH Dolby Digital Sound if available. A blue light atop the LCD will show if Dolby Digital is active.
5. When the DVD menu comes up, **use the DVD remote** and "arrows" to navigate and select your viewing preferences. You may need to use the OK or Enter to start Play and activate a feature.
6. A basket of 20 DVDs are under the Stereo and a library of CDs is contained behind the door under the Stereo.
7. Please **TURN OFF the DVD/CD Player when finished**, and return any borrowed CDs/DVDs.

**LIBRARIES:** A **Music Library** containing a total of about 40 CDs and cassette tapes is located behind the door under the stereo. A **Movie Library** contains over a dozen VHS tapes in the right drawer under the TV and over a dozen DVDs are behind the door under the stereo. The **Paperback Library** contains over 40 books in the bookcase next to the TV.

For additional videos, CDs and tapes, a BlockBusters Video is located across from the entrance to the condo complex.

**PLEASE** return any CDs, DVDs and tapes from the libraries so that other guests can also enjoy them.

**COPY PROTECTION:** DVDs have a copy protection that makes them unable to be copied onto a VCR tape.

# 6.

## **BOOT & GLOVE DRYER.**

### **Also, Ski Storage, Hanging & Drying Coats and Fans.**

1. **Please remove snow on your boots** before entering the unit, sit down on the bench at the entry, take off your boots and open them fully so that they can dry more thoroughly. Please place them on the ground next to the boot/glove dryer with a long tube in the top of each boot and the gloves above into short tubes.
2. **The "OCTOPUS"** can hold up to four pairs of boots and gloves. **To turn it on**, be sure it is plugged into the nearby outlet and **just turn on the switch situated at the left of the dryer.**
3. **THIS DRYER WORKS WITH COOL AIR, NOT HOT AIR**, to help preserve the shape of your boots and gloves. Hot air dries faster, but may damage some materials. **It may take at least a few hours to dry your boots**, possibly longer if they contain a lot of moisture, **but can probably be turned off before bed time.** If there are more than four pairs of boots or gloves that need drying, a couple pair will probably be dry before you go to sleep allowing the exchange of any extra boots at that time, keeping the dryer on during the night, if needed. However, anyone using the Master Suite, which can be entered via the spiral staircase, can also dry their boots by inverting them over the floor heat vent next to the far wall.
4. **PLEASE STORE YOUR SKIS AND POLES OUTSIDE in the racks on the brick wall located in the atrium under the covered walkway.** It will allow more room inside and your ski items should be safe, especially if you lock the atrium door. **If you have snowboards**, lean them against the wall under the walkway lamp in the atrium outside or on the opposite brick wall next to the hot tub. If you are using the Master Suite, you can also store skis and poles on a rack inside, next to the outside entrance, and/or place snowboards on the porch.
5. **QUICKLY DRY YOUR COATS on the rack above the boot and glove dryer** or on the barstools that are directly opposite a heat vent. Of course, the hall closet is also useful for coat storage, but if someone is sleeping downstairs the closet may be fairly full and the coats may not dry as well. If you are in the Master Suite, your coats can also be placed on the pegs of the noted inside ski rack near the door.

## **FANS**

1. **During the summer**, a fan is placed under the coat rack and next to a window, replacing the boot and glove dryer, to provide better air circulation in the kitchen area, if needed. Portable fans are also placed in the middle and loft bedrooms and there are lighted ceiling fans in the living area and the master suite.
2. **Remote Controls.** All fans except the one in the middle bedroom and the kitchen have remote controls. Although the ceiling fan remotes look identical, they are not interchangeable.
3. **During the winter**, the portable fans are removed except for one in the loft bedroom because this area can become warm. Since hot air rises, it may be helpful to use the ceiling fans on a low reverse rotation to push down some warm air.

# 7.

## HEAT, HOT WATER & HUMIDIFIER(s)

### HEAT

The unit has a forced hot air Lennox 50,000 BTU gas heater located in the mechanical closet off the carport.

1. **The furnace is controlled by the main downstairs thermostat** located next to the dining area. It is programmed to vary the temperature during the day so that it is cooler during the early morning hours and mid-day, and warmer in the mid-morning and the evenings. However, the temperature can temporarily be increased or decreased by pressing the UP or DOWN buttons. This thermostat will not work though, if the secondary thermostat is operational in the master suite.
2. **A secondary thermostat located in the master suite will take over control of the furnace if the switch in the closet to the right of this thermostat is on UP.** If this thermostat is working, or if the heat is on, a green light below the thermostat will be lit. **To allow the main thermostat to operate, the noted switch simply needs to be reset to DOWN. If the switch is set to OFF, the unit will not receive any heat.**
3. The secondary thermostat can avoid the walk all the way downstairs from the master suite to change the main thermostat, especially at night, and should only be used if there are no other guests in the unit.
4. To supplement heat for the master suite, an oil filled electric radiator is supplied in winter. This supplemental heat source should only be used at night, and with additional blankets, should avoid the need for the secondary thermostat to be used in most situations. Additional space heaters are available from the management firm.

### HOT WATER

A Kenmore 70-gallon hot water heater with a power vent is also located in the mechanical closet off the carport. It recycles water in less than an hour and is one of the largest units in the complex.

1. The hot tub is heated independently and does not affect hot water availability, however, using the washer with hot water may affect the availability of hot water to the showers / baths.
2. However, there should be ample hot water if all showers are not used simultaneously and for long periods.
3. When the hot water heater is refilled, the power vent above the outdoor hot tub is activated and makes some noise.

### HUMIDIFIER(s)

This townhouse is equipped with a central humidifier that is adequate when the gas furnace is in use and when temperatures are near or above freezing. However, when the temperature drops into the teens or lower, portable humidifiers are helpful. When using the warm mist Holme humidifiers supplied, and possibly stored in the closets, please note the water tanks must fit properly on their base. If the reset light remains on after the tank is refilled, adjust the tank so it has a tiny gap next to top of the filled portion; do not try to make the tank fit too closely. Try to refill the water tank before it empties. Otherwise, it will be necessary to follow the restart procedure contained on the side of each humidifier.

For the humidifier(s) to be effective, doors and windows cannot be open for sustained periods during the winter. In particular, if the hot tub is being used, be sure the front door is not left open very long.

**ASSISTANCE:** If assistance is needed, please contact Rebecca with Peak to Peak Housekeeping service at 435-640-0469.

# 8.

## OUTDOOR GRILL & PATIO TIPS

Grill tools are next to the kitchen stove in the bottom right drawer and a lighter is on the fireplace. If a black Weber Gas grill is not on the patio, it may be "borrowed" and on a nearby patio - possibly next door at our adjoining Unit 253 that is on the left out the patio doors. If not, please try to look on a nearby patio for our Gas Grill marked with PA (Park Ave.) 254 (possibly with a gray or black cover) and return it to Unit 254.

### FOR SAFER & BETTER GRILLING RESULTS:

1. **Please remove the grill cover.** Rather than loosely lay the cover on a ground or chair, please tuck it in a chair place something on top of it so that it does not blow away.
2. **Move the grill a couple feet from the window, wall or stacked firewood before starting a fire.** Otherwise, you may have difficult lifting the cover.
3. **Be sure the gas tank top is turned on before trying to light the grill.** An indicator gauge on the side of the grill indicates the gas level remaining on the tank. If the gauge indicates an empty tank, and no gas is seems to be coming out of the tank, it will be necessary to refill the propane tank. The WalMart near Interstate 80 at Kimbal Junction is a good place for a gas refill.
4. **After the gas tank is turned on, follow the instructions on the grill to turn it on.** If the automatic starter does not seem to work, it is also possible to light the grill with a gas lighter, as explained on the instructions.
5. **Before cooking anything, it is advisable to clean the grill with a brush.** One should on the grill, however, one can also be purchased at Albertson's across from the complex.
6. **If it is raining or snowing,** and the patio is wet, please place the carpet runner (stored left of the TV) in front the Entertainment Center and near the French Doors.
7. **Please be sure to recover the grill after the unit is cooled.** Rather than wait the next day, please try to recover the grill before going to bed.

**Caution:** Using a gas grill can be dangerous if used carelessly. Please be sure to follow instructions on the grill.

### PATIO TIPS:

1. **The Patio Light** can be activated with the switch left of the TV and by toggling the knob on the top of the light left to right and setting it in the middle. Several chairs and a small table, marked with PA 254 on the back, should be on the patio. If not, please check the atrium or even the patios of nearby units.
2. **Golf Activity.** Although the patio is about 275 yards from the 18<sup>th</sup> tee, and no one has reportedly ever been hit by a golf ball at the complex, be cautious of any stray balls that may be hit in your direction.

# 9.

## 1. MORE CONDO TIPS

1. **Mailing Addresses.** U.S. mail is not delivered to Park Avenue Condominiums, but Overnight packages can be delivered to:

1785 Captain Molly Dr.,  
Park Ave. Condo #254,  
Park City, UT 84060.

However, if no one will be in, contact the on-site rental office at 435-649-5114 to see if they can receive package for you. The address for packages sent to you at this office is: Your name, c/o Park Avenue Condo Rental Office, 1705 Capt. Molly Dr., Park City, UT 84060.

2. **Web Address.** This Park City Townhome has its own web address at <http://www.parkcitytownhome.com>. Much additional information is listed, including: directions from and to the airport, maps, weather links, transportation data, site and floor diagrams etc. Most importantly, numerous Things To Do are listed.
3. **Electrical.** Some outlets (in the kitchens & baths) have built-in circuit breakers that need to be pressed and reset if they are not working. Otherwise, the circuit breaker for the main unit is located in the downstairs closet and the circuit breaker for the lockout and hot tub is in the mechanical closet off the carport.
4. **Utility Shut-Offs.** The gas shut-off is on the outside patio deck. All faucets and toilets have their own shut-offs. The main water valve shut-off is in the locked broom closet next to the dining room that is used as an owner's closet and requires maintenance to be opened.
5. **Fireplace and Smoke Alarms.** Please check the gas starter valve left of the fireplace to be sure it was not left open. Since the chimney flue is wedged open to help prevent smoke problems it should help dissipate gas should the gas starter not be entirely closed; the CO2 detector left of the entertainment center should also detect any gas. Before using the fireplace, please consult *Fireplace Tips* located around the fireplace.
6. **Owner Closets.** Those closets for the exclusive use of the owner that should not be disturbed are located under the stairs, next to the refrigerator and between the two bedrooms upstairs. Other owner closets are in the loft bedroom above the hall closet, at the top of loft stairs and next to the twin bed.
7. **For Loft Bedroom Users.** The small leaded hexagon window above the stairs not only looks pretty, but its also functional. It can be opened from inside the loft bedroom and if the sliding outside window is also opened, additional ventilation flows to the upstairs hall and even the living room. The raised area in the loft next to the nightstand can be used for open luggage storage, or even as a day bed.
8. **Altitude Adjustment.** Some people find the altitude adjustment to Park City, at 6,200 feet, to be more difficult than others, especially in winter during the first day or two. Drinking plenty of water, avoiding excessive alcohol and, if dry, using the humidifiers, can help avoid altitude headaches and sickness.

**Assistance.** Please contact Rebecca with Peak to Peak Housekeeping service at 435-640-0469.

## 2. WHEN TWO GROUPS OCCUPY THE UNIT

Normally the Park City Townhome is rented to one family or group that occupies the entire unit. However, it is possible for the Master Bedroom and/or the main townhouse to be rented separately or to different groups. In this situation, there are a few guidelines that need to be followed to make the stay of all guests enjoyable.

- 1. Access, Keys & Locks.** Access to the townhouse (254-1) is through the atrium and front doors off of the carport through the use of its own (blue coded) key. Exclusive access to the lockout suite (254-2) is via the spiral staircase at the front of the carport through the use of a different (yellow coded) key. The hall door between the lockout and townhouse has a deadbolt that needs to be turned and locked and can only be unlocked from the other side with the lockout's (yellow coded) key. It is important that only these two different coded keys are provided for the respective occupants in either portion of the unit and that neither of the occupants receive the master key (green coded) for the entire unit.
- 2. Phones.** The main phone line is available for the townhouse (435-615-1540) and the second line is available for the master lockout suite (435-615-1931).  
**The townhouse** has access to both lines and is set up to use line 2 for the fax/multifunction machine and Internet access (via connections under the kitchen counter and behind the couch). Therefore, both of these devices on line 2 need to be switched to line 1 and can operate simultaneously with the phones if the fax is set to auto-pickup and the answering machine is set on 3 rings.  
**The lockout** also has access to both lines with an AT&T cordless phone using line 1 and the corded alarm clock phone on line 2. Therefore, the cordless phone in the lockout needs to be relocated to another bedroom and the alarm/phone needs to be connected directly to the wall jack, not a splitter in this jack.
- 3. Heat.** The main thermostat downstairs should control the heat for the entire unit. In the lockout closet next to the secondary thermostat the heater switch must be on **Down, not Up or Off**. To assure this secondary thermostat is not active, this closet can be locked and opened only by the (blue/green) townhouse key. Additional heat to the lockout is provided with an oil-filled radiator and the two registers in this suite can be varied to increase or decrease the flow of hot air.
- 4. Electrical Access and Mechanical Closet.** Some outlets (in the kitchens & baths) have built-in circuit breakers that need to be pressed and reset if they are not working. Otherwise, the electrical panel for the main townhouse is in the ground floor hall closet and the panel for the lockout suite and hot tub is in the mechanical closet off of the carport. Although mechanical closet should be kept open, the key for the townhouse can (un)lock this closet.
- 5. Hot Tub.** The private hot tub in the atrium is intended for the use of the guests in the main townhouse and can only be accessed through the atrium door that requires a different key from the lockout. Guests in the lockout suite, however, also have full use of on-site facilities and can use the pool, hot tubs, spas, saunas and lockers next to the rental office and the tennis court at the north end of the complex.
- 6. Parking Spaces.** The carport and drive is reserved for occupants of the townhouse. The renters using the lockout should use the parking pads located across or to the right of the unit and may also contact the rental office to see if a carport space across from the spiral staircase is available.

# 10.

## TRANSPORTATION:

### 1. FREE PARK CITY SHUTTLE SERVICE

If you're a little adventurous, the best way to get to downtown Park City and the major ski areas during the winter, even if you have a car, is by bus. Taking the free shuttle saves hassles and long walks. Free bus maps may be available in a drawer under the kitchen cabinet or on a bus.

**The closest shuttle stop to Unit 254** is conveniently located next to the main entrance to Park Avenue Condominiums. On your way out to the main road (Park Avenue), the stop is on the right of the entrance. Your wait at this stop during winter should be less than 5 minutes. The bus services at this stop feed into the main bus terminal at Park City Mountain Resort (PCMR) just three stops away. From this transportation center, you can go to downtown Park City, Deer Valley, Prospector -Health Club, Park Meadows -Racquet & Health Club, the Canyons and even the outlet center at Kimball Jct./ I-80.

**There are also other bus stops nearby.** Across the street from the entrance to the condo complex is usually your return stop, or the one to use if you're going to Prospector, The Canyons, Park Meadows or the outlet center. The Yarrow Hotel (across the street) is useful if you want to catch breakfast first at the hotel restaurant (with a good winter buffet) or catch a drink at the hotel bar on the way back from The Canyons shuttle. At the south entrance to Park Avenue condos near Cole's Sports is a stop that also goes to PCMR and is convenient if you're renting ski equipment at Jans or Coles.

***Free Shuttle Tip 1:*** *During the Winter, the fastest bus route downtown is from a bus stop across from the complex next to the Rite Aid drugstore). This direct route runs every 20 minutes near the hour only from 3pm to 8:45pm (12/15 - 4/15) and avoids possible waits at the PCMR transfer center.*

***Free Shuttle Tip 2:*** *If you're in downtown Park City returning to the unit, a convenient place to catch the bus until about 11pm is near the bottom of Main Street at the Kimball Art Center. If you're out between 11pm to 2:30am catch the bus at the top of Main Street. In winter, buses from downtown run about every 15 minutes before 11pm and every 30 minutes afterwards. The last bus leaves the top of Main Street at 2:30am!*

If you have any questions about the bus service, please refer to transit maps available on the busses, ask a bus driver or call the Park City Transit at 615-5350.

### 2. TAXI, VAN OR LIMOSINE SERVICE

If you need to use public transportation between Park City and the Salt Lake City Airport, or elsewhere like Alta or Snowbird, several services are available. It is advisable to arrange service to go to the airport from Park City a day in advance, although it is sometimes possible to make travel arrangements to the airport only a few hours beforehand. Service from the Salt Lake airport to Park City is less of a problem and can usually be arranged with an hour, if not just minutes. The services pick up or drop-off directly at the condo and normally cost about \$20 per person one way. Minor discounts are sometimes given for round trip fares.

# TRANSPORTATION:

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Although it only takes about 45-minutes to travel to or from the airport, the transportation service you take may have a few other pick-ups or drop-offs. Also, if you are traveling to the airport you may need at least 30 to 60 minutes to check-in. Therefore you probably need to allow yourself a travel time to the airport of about two hours before your flight. Some local Park City public transportation services include:

Ace Cab Company:\* 649-8294

Curtis E. Taxi & Shuttle:\* 513-8294

All Resort Express:\* 649-3999

Citiride Taxi Service:\* 658-2220

Express Shuttle: 658-3444

Park City Cabs & Shuttles: 658-2227

Park City Taxi: 649-8515

Yellow Cab:\* 521-2100

Please note that those with an asterisk, and possibly some others, also provide transportation to various ski areas, the Olympic Sport Park, shopping and elsewhere. Only Park City operators are listed above.

### 3. PARK CITY PARKING

**PUBLIC PARKING IN PARK CITY.** If you have a car and would rather drive, parking for the supermarket (Albertsons), drug store (Rite Aid), and many other areas nearby is normally not a problem. However, parking at the ski areas (Park City Mt. Resort, Deer Valley & the Canyons) and downtown Park City is becoming more difficult. In particular, the downtown area now requires payment made at machines located out about every 50 feet from one another. After depositing the proper coins for the time of your stay, they spit out a ticket that must be placed on the driver's side dash of your car window. Failure to do so will result in a parking fine that is usually enforced.

**Tip 1: Park City Ski Area Parking.** *The open lot in front of the main bus center at the Park City Mt. Resort (PCMR) is the most convenient place to park, but it is often full. A pay alternative is a covered parking under a red brick two or three story structure at the end of the open lot and across from the entrance to the Marriott Slopeside, or possibly the Marriott itself.*

**Parking Tip 2: Downtown Park City Paid Parking.** *Parking along Main Street is the worst place to park during ski season because its hard to find a space, the traffic is slow and you need to watch out for pedestrians that constantly walk across the street. The best place to park downtown is Swede Alley east (or left of) and behind Main Street. There is open parking near the transportation terminal, but further up the alley is deck and covered parking, which usually has more open spaces. Just be sure to find one of the parking machines to pay for you parking ticket that you'll place on your dashboard.*

**Parking Tip 3. Complimentary Downtown Parking.** *At the bottom of Main Street is some basement and covered parking across from the Town Ski Lift and under the Alpine Building, next to the Marriott's Summit Watch and under various restaurants. If you visit one of these restaurants you can park at a reduced rate or for free. Afterwards, hop a trolley car at the nearby transportation circle next to the Station Condos and let it take you to the top of Main Street. Then walk downhill back to your car, hitting some shops or bars along the way.*

Note: Please obtain a "Park City Bus Map" from any of the free shuttle buses.