

NEWSLETTER

YOU'RE IN GOOD HANDS
ASTRODON
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BEST WISHES TO ALL

AS WE APPROACH the end of another year, we would like to extend our sincere gratitude to all our clients, partners, and community members for your continued support throughout 2025.

This year has been one of growth, learning, and collaboration. Managing properties is ultimately about people—creating safe, well-maintained, financially sound environments where communities can thrive. We are proud to have walked this journey with you and to have played a role in supporting the homes, investments, and communities that matter most.

At Astrodon, we remain committed to delivering service excellence, transparent communication, and innovative management solutions. As we look ahead to the new year, our focus stays firmly on enhancing the value of the properties we manage and strengthening the relationships that make our work meaningful.

THANK YOU FOR YOUR TRUST IN US.

We wish you and your loved ones a joyful festive season and a prosperous, peaceful New Year. We look forward to continuing our partnership in 2026.

Warm regards,
The Astrodon Team



**FESTIVE SEASON
CLOSURE**

The Astrodon offices will close on
Friday, 19 December 2025
and reopen on
Monday, 5 January 2025

For any emergency or maintenance requests, please log a call on our website at www.astrodon.co.za

IMPORTANT REMINDERS FOR THE FESTIVE SEASON

Festive Season – Electrical Safety

To prevent accidents and unnecessary costs, please ensure:

- All electrical appliances are switched off before leaving your unit for the holiday period.
- Unplug non-essential devices (kettles, toasters, heaters, chargers).
- Check stove plates and ovens are off.
- Switch off geysers if you will be away for an extended period.

Water Leak Test – Steps to Follow

To avoid unexpected water bills and damage, please conduct a simple leak test:

1. Ensure all taps and appliances are turned off.
2. Check your water meter reading.
3. Wait 30–60 minutes without using water.
4. Recheck the meter – if the reading has changed, you may have a leak.
5. Report any suspected leaks immediately to the trustees or managing agent.

Levy Statements & Office Closure

- Levy statements will be released on Wednesday, 17 December 2025.
- Please ensure payments are made timeously to avoid arrears and that funds are available to pay the BC accounts and avoid disconnections of service by Council.
- No processing will take place during the closure period.

Security Measures

For your safety and the safety of the complex:

- Always wait for the gate to close fully before driving off.
- Do not allow tailgating – unknown vehicles must enter separately.
- Ensure visitors are properly signed in and directed.
- When away on holiday:
 - Inform security/trustees if your unit will be vacant.
 - Double-check locks, alarms, and security gates.
- Avoid posting travel details on social media

