

Programming Department

The programming Team at New Pond Village is committed to providing programming that residents desire in addition to interesting new programs that exceed their expectations.

Programming Team

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Publications

Monthly Calendar – This is placed in your internal mailbox before the first of every month and is a complete list, by day, of every program scheduled.

Programing Highlights & Descriptions – This is placed in your internal mailbox before the first of every month. It will give you additional information regarding vendors & programs.

<u>Filers</u> – These are placed in the community elevators. They are detailed descriptions of special events for the upcoming weeks, including location, date, time & instructions about sign- ups if required or if you need reservations.

<u>Invitations</u> – If there is a special event that requires an invitation, you will receive information about it in your internal mailbox. There will be a description of the event, date, time & location, as well as instructions if you have to sign up or make reservations.

<u>Sign- up sheets</u> – These are in the Crosbey Activity Room. There is a sign-up binder & you will find sign-up sheets for the month in that binder.

<u>VoiceFriend</u> – This is a telephone message that will go directly to your landline or cellular telephone. Messages include program reminders & updates to special programs happening at the community.