

 <b>RESERVE GAS COMPANY, INC.,</b> 13441 Railroad St., PO Box 207, Alden, NY 14004-0207			
Phone (716) 937-9484    Fax (716) 937-9488    Website <a href="http://www.reservegascompany.com">www.reservegascompany.com</a>			
<b>Company Hours</b> If you are planning a visit to our office later in the day, please call ahead for hours. Some circumstances may cause our office to close earlier than listed below:			
<b>Field Crew Hours</b>	Monday - Friday	7:00 am - 3:30 pm	<u><b>HOLIDAY SCHEDULE</b></u> - CLOSED
<b>Office Hours</b>	Monday - Thursday	7:30 am - 4:30 pm	December 24 and December 25
	Friday	7:30 am - 4:00 pm	December 31 and January 1, 2016

- Always Remember these Important Safety Tips:**
- Have at least one working carbon monoxide detector for each level of your home.
  - Gas appliances should have a clear, steady blue flame. Small occasional amounts of yellow and orange are normal. The only exception is a natural gas fireplace designed to have yellow flames.
  - Never use a gas oven or range top as a space heater.
  - Never cover the temperature controls, air openings, or vents of an appliance.
  - Keep range and oven burners clean. Never line the oven completely with foil.
  - Never try to repair or install a gas appliance yourself. Never let a home handy-person try to do the job for you.
  - Water can damage the internal safety mechanism in the gas controls of an appliance. If you suspect water damage, have a trained technician replace them immediately.
  - Turn off gas fireplaces and space heaters before going to bed or leaving home. They're not intended as a main source of heat.
  - Gas appliance connectors (the flexible, corrugated metal tubing) should be checked by a qualified appliance service contractor periodically. Connectors can become hazardous due to deterioration, excessive movement, bending, or corrosion. Connectors made 30 to 40 years ago may be risky.
  - Never attach electrical grounding wires to gas piping.
  - Set water heater thermostats to 125 degrees or lower to prevent scalding.
  - Keep the space around furnaces and water heaters clean and clear of build-up, rags, newspapers, and other debris.
  - Never store combustibles such as gasoline, aerosol cans, paint, solvents, household cleaners, pool chemicals, or similar products near any fuel-burning equipment.
  - Be cautious using products such as paint strippers, glues, rubber cement, varnishes, turpentine, cleaning fluid, and floor finishing products. They give off vapors that can be ignited by any flame source, such as a burner pilot light. Vapors can also corrode metal vents and appliance combustion chambers. Turn off all gas appliances when using these products and keep the space well ventilated with exhaust fans or plenty of fresh air.
  - Be aware of where gas (and other utility) lines are buried, especially when working in your yard.

***Always call before you dig 811***

**METER MAINTENANCE** - Reserve Gas owns, maintains and uses its gas meters to measure how much natural gas you use. A Reserve Gas representative will visit your home to read the meter on or about the end of every month. It is imperative that they have easy access to the meter at all times. It is your responsibility to keep a clear path up to and around the meter, be aware of ice build-up and carefully remove icicles from meter area. For your own protection, please refrain from affixing any holiday lights, etc... to the meter. If at anytime you discover meter damage, hear or smell gas, contact us immediately at (716) 937-9484. Once again, we welcome your continued cooperation, as we value your safety.

<p><b><u>GAS EMERGENCIES IMMEDIATELY CALL (716) 937-9484 AVAILABLE 24/7</u></b>  <b>All emergency calls received after regular business hours will be answered by our automated system and returned promptly. A message must be left in order for our crew to be dispatched.</b></p>
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<p><i>In the event of a <b>FIRE EMERGENCY</b>, first escape and then notify the fire department!</i>                  All public services involved in an emergency shall notify Reserve Gas as soon as possible. Annually, all public services are provided with an Emergency Notification List, along with pertinent information to be used in the event of an emergency. For your well-being and others practice fire-safe behaviors when smoking, cooking and heating. Maintain smoke alarms, develop and practice a fire escape plan and if possible, install home fire sprinklers.</p>
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