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**Important: Avoiding Central Alarm Activation at the Clubhouse**

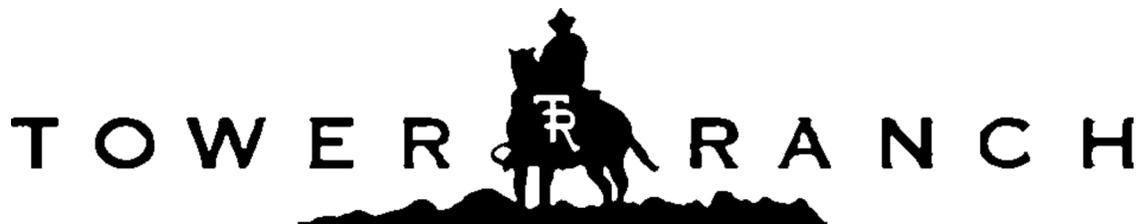
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TRCA &lt;trcacommittee@82400254.mailchimpapp.com&gt;

Mon, Nov 3, 2025 at 12:58 PM

Reply-To: trcacommittee@gmail.com

To: trcacommittee@gmail.com



Hello Homeowners & Residents,

Since the beginning of the off-season at the clubhouse, we have experienced an increase in false alarms being triggered by members using the lounge & fitness centre.

These events are often accidental and arise from some confusion over accessing and exiting the building during the off season.

**We are hopeful that these simple guidelines will help avoid any future occurrences - if the police respond, the golf course will be fined and these fines will be passed along to the person responsible.**

**1. Entry & Exit - the ONLY door to use for entering and exiting the building is the members' door to the left of the main entrance. A simple way to remember this is that if you don't need your fob to unlock it, don't use it. You will trip the central alarm.**

**1. Windows & ALL other doors - never open. All external windows and doors are armed. Opening any window, the patio doors in the lounge, the main entrance doors, etc., will trigger an alarm event. Again, if you don't need your fob to open it, please don't - you will trip the central alarm.**

By keeping these simple procedures in mind, you can help avoid setting off the central alarm, initiating a response by the security company, intrusion on golf course staff/management, and/or a response by the RCMP, and ultimately unnecessary staff and police action.

Your cooperation helps keep the facility secure and prevents needless disruptions for everyone. If you are unsure and would like an orientation for accessing and using the building prior to your event or just want a refresher, please do not hesitate to reach out.

Thank you for your attention and understanding,  
Tower Ranch Community Association Board

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**Our mailing address is:**

TRCA

[2 - 1855 Tower Ranch Blvd](#)

[Kelowna, BC V1P 1R2](#)

[Canada](#)

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