

Every year, each Cambridge property that is allowed to have flags receives a seasonal change of flags, once at the beginning of spring, and once again as autumn is underway. At this time, most properties should be receiving their colorful new set. Some of you may have a few questions before you proudly display your new flags, so, for you; we've prepared a short list of Frequently Asked Questions.

Q - *Where did the color and design come from?*

A - The design on these flags goes back over one hundred fifty years, and they signified the change of season from seed to harvest for thousands of market workers. Okay, I'm just kidding, Jeff picked them.

Q - *What are the spring colors?*

A - The spring flag has a pink background with light blue, yellow, and green circles.

Q - *What are the autumn colors?*

A - A background of orange, with purple and grey circles.

Q - *Where do I display my flags?*

A - Near the entry to your property, as long as your property's local municipality allows for them. Many of you have monument signs, and the flagpoles can be placed next to those as well. Consult with your property supervisor to find the best place to set your flagpoles.

Q - *How do I attach the flag to the pole?*

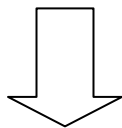
A - Most flagpoles have something at the top called a truck. A truck is a fancy cap that affixes to the top of the pole that has a pulley built into it. This allows you to raise and lower your flag by pulling a rope through the pulley attached to the truck. There should be two small clips attached to the rope that snap into the holes in the side of the flag. Once the flag is attached to these clips, pull down on the opposite end of the rope. As soon as the flag reaches the top, tie the rope around the cleat that is located on the pole, about waist high. You may now step back and enjoy your new seasonal flag.

Q - *What if I don't have any flagpoles?*

A - Well, by all means, install one! If you do not have a flagpole to install, contact your supervisor and ask for one.

Q - *How do I install my flagpoles?*

A - By following the set of handy instructions below



Flagpole installation –

These instructions should be considered a general guideline, should your pole not have installation instructions. ***Always defer to the manufacturer's instructions when installing the pole.***

Flagpoles should be set in cement to assure long term stability and to provide the safest possible installation.

To set the pole, dig a hole, approximately 6" to 8" deeper than the PVC setting tube (the plastic tube, roughly 24" to 30" in length) and about 18" in diameter. Fill the bottom 6" to 8" with sand or gravel, so when the plastic sleeve is set in the hole, the top extends just above the level of the ground. Fill the hole with cement (following the mixing instructions on the cement bag) until it is about 1 ½" from the top of the tube, taking great care not to get any cement on the inside of the setting tube.

Temporarily slip the bottom section of the flagpole, and make sure it is plumb by using a level on all sides. ***This is very important***, because if the plastic setting tube is slightly out of plumb inside the hole, it may very well be leaning severely to one side by the time the entire length of the flagpole is assembled. Allow the cement 24 hours to cure before continuing.

Depending on the length of the flagpole, there may be three, four, or five sections of the flagpole to assemble. Slide one end of the flagpole into the reduced end of the next piece until all pieces are assembled. Make sure that the section with the rope cleat is one to two sections from the ground, and that the section containing the truck is at the top of the pole. Carefully insert (this thing is pretty tall, so it can be difficult to control) the flagpole into the bottom piece sleeved into the ground.

Attach the flag to the rope, as outlined in the earlier instruction, and you're ready to run the flag up the pole. Voilà, you're done!

Please feel free to contact me if you have any questions.

Scott Busch

Cambridge Real Estate Services

PO Box 2968 | Portland, Oregon 97208

1107 NW 14th Avenue | Portland, Oregon 97209

Telephone: 503.919.1670

Facsimile: 503.450.0241

sbusch@cresapts.com