

# Property Keys Management

## While Living In the House

### ***Who do we contact to address problems with the house?***

Upon moving in, report any problems immediately.

1. Juli Jenkins (225)931-5867 (cell or text)
2. David Jenkins (225)931-5866 (cell or text)

### ***What kind of maintenance activities are the tenants responsible for?***

1. Light bulb replacement with the exception of fluorescents in the kitchen. (The covers over the fluorescents are brittle and can easily break so let Management help.)
2. Run the garbage disposal regularly. Each time, run for about 10 seconds with the water flowing. This will help to prevent the disposal from seizing. If it does seize, contact David. Metal and glass objects—and anything else not biodegradable—do not belong in the disposal.
3. Clean lint filter in dryer before every load.
4. Change the AC air filter once per quarter; August, Nov, Feb, May.

Caution: Please do not attempt to perform any repairs or adjustments to the garage door, if applicable. Garage doors can be very dangerous due to the stored energy in the spring. It's also very easy to cause costly damage while trying to adjust.

### ***What kind of pest control is available?***

The home will be treated for bugs every three months, which is covered in the lease agreement.

### ***Who is responsible for maintaining the lawn and flower beds?***

The exterior of the home will be maintained for you; however, it is expected that you keep the yard free of trash. A single piece of trash becomes one hundred small pieces of trash after a lawn mower runs over it!

### ***When is garbage picked up?***

1. Beau Pre: Tues / Fri
2. Lake Beau Pre: Tues / Fri
3. Nicholson Lakes: Mon / Thurs
4. Country Ridge: Mon / Fri

### ***How do we avoid parking violations?***

The following will prevent tickets for violating city ordinances:

- a. Parking is allowed in the street up to nine hours per day as long as it is oriented in the correct direction of traffic flow. In Beau Pre, watch no parking signs; only allowed to park on road around inner block. Lake Beau Pre also has limited parking to one side of the street.
- b. Do not park in the grass. Even the edge of the tire on the grass, if you are parking in the street, could result in a ticket.
- c. Lease Agreement and Subdivision Restrictions prohibit parking on the yard. **NO PARKING ON THE GRASS** by TENANTS or your GUESTS.

Note: It is best to leave the garage or carport free for vehicle parking. Garage door should be kept closed as much as possible.