

## EAGLE CREEK APARTMENTS

### TENANT MOVE IN INFORMATION:

- PLEASE BEGIN THE PROCESS OF PUTTING THE UTILITIES IN YOUR NAME 4 DAYS PRIOR TO MOVE IN DATE.
- Please change the furnace filter once every couple of months.
- Mail is delivered at approximately 11:30am Mon-Sat.
- Write MAIL CARRIER a short note with the names of the residents in your apartment, so that he can put your names on your mailbox. The mailboxes are not lockable, per the Post Office request.
- Rent: Please put the rent money together each month in one envelope per apartment and get it to me by the 5th of each month via rent shoot or mail.
- There is a \$25.00 late fee, if rent is not received by the 5th.
- Rent can be paid by personal check, money order, Cash, or bitcoin, litcoin, or ethereum, (if you would like to pay rent via crypto currency contact me to get it set up).
- DEPOSIT: If you were given 3 months to get to me your damage/cleaning deposit, you need to keep track of that and make sure it is done within that time frame.
- Please refer to the Additional Provisions in the lease itself, for other restrictions on smoking, pets, parties, carpet cleaning and candle burning etc.

### Locked out:

If you get locked out of your apartment, please call/text me at 402-416-2875, and I will unlock your door. Never try to remove a screen or pry a locked door, as it will cause damage, and the cost of the repair will come out of your deposit. Please put my Phone Number in your cell phone.

### Insurance:

It is always a good idea to have Renter's Insurance on your personal belongings.

### Cable:

There are cable end boxes in numerous places in each apartment. All cable leads begin in the furnace rooms.

### Smoke Alarms:

The Smoke alarms have back-up batteries. If the batteries get low, the alarm will cheep. Call/text me, and I will put in a new battery.

### Storms and Terrorism:

The safest place in your apartment during storms, is under the stairs. The closet has a plug and a light in it at Little Eagle Creek. At Eagle Creek and Little Eagle Creek II, your inner most bathroom maybe the safest spot.

### Parking:

Parking stalls in the lots are assigned. (For Little Eagle Creek, parking is also available on both sides of Garland Street, on the west side of 51st Street, and on the rock road on 51st Street across Garland Street.) For Eagle Creek there is residential parking on both sides of 49th Street, (the commercial businesses and the police like to take up much of the area along this street during work hours, which is unfair to people living in the area) you are entitled to this parking not them, plan accordingly. Please do not park in front of the main entry sidewalk, or in front of the mailboxes. For your assigned stalls, click on your apartment web page, then Parking Assignment.

### Christmas Break & Spring Break:

If all of the tenants will be gone for a week or more, please let us know via text. Please leave your heat set at 55 degrees or greater. It is also a good idea to leave a light on in your apartment, lock all windows, stop mail and newspaper service, and dead bolt all exit door upon leaving. This can discourage someone from attempting to break into your apartment.

### Dead Bolt Locks:

Your apartment doors have digital dead bolt locks, which are not keyed to your door knob. **Before you move in**, we will need a **four digit numeral code you would like to use** for entry and we will program it in the lock.

### Candles:

Please limit your candle burning. Excessive candle burning darkens the ceiling and walls. It is also a fire hazard. To cut down on smoke from candles, always use good quality candles and trim the wicks to 1/4 inch or less before using. Excessive candle burning, even with the trimming of wicks, may discolor the ceiling, especially in corners, which then will need to be painted. Any ceiling painting charge will come out of your deposit.

### Stove:

Your stove has a self-cleaning feature. Therefore, never activate the self-cleaning function with food inside. You cannot open the stove door until the self-cleaning function is completed. (Any food in the stove will be ashes.) If you have any questions on your appliances, please call/text me.

### Thermostat Info:

The thermostat for your heat pump and back-up electric heat is digital. Just set the mode (AC/Heat/Off), the temperature you want (78 is normal, but every degree higher will save 10-20% on A/C costs, as well as every degree lower, will save on heating cost in the winter). It will continue to give you a readout on the inside temperature also. Little Eagle Creek townhouses have all been up

graded to NEST thermostat they are remote controlled, as well as manually. You will need a smart phone and the Nest app for remote access feature, as well as an invitation. For this system to work right, you must keep a clean furnace filter in the furnace and eliminate unneeded heat sources such as lights left on, computer monitors, and TV's left on when not being used, especially during the summer months. For more information on how to keep your electric bills low visit the LES Web Site. Every apartment has a water on the floor sensor. This will go off if it senses water. Water on the floor should never happen but in the real world it does occasionally, usually by a leaky washing machine, but mainly by a plugged up condensation tube from the air conditioning unit. When you hear this sensor start to beep, please call or text me at 402-416-2875. I need to fix this right away, so it does not do damage please call me asap. If it is in the middle of the night, please take the battery out of the sensor and put towels down on the floor to absorb the water and call me first thing in the morning.

### Ceiling Fans:

Almost all rooms have ceiling fans that are activated by a wall switch. The speed can be adjusted with the pull chain. When cleaning the fan blades, we use a "Swifter Cloth", (can be purchased anywhere).

### Doorbell:

Your apartment may have a back door and a front doorbell. One tone is for the back. Two tones is for the front. Little Eagle Creek townhouse #1, and Eagle Creek townhouse #1, have ring video doorbell cam on the front doors, you will need a smart phone, the ring app, and an invitation to view.

### Parties:

Parties cause damage and disruption to neighbors. It is best to take your parties somewhere else, and come home to a quiet, clean apartment. College parties seem to get away from hosts, and can become uncontrollable at times. These will not be tolerated. The lease can be terminated and/or not renewed. So please consider the consequences, before having a party. Respect your neighbors right to a peaceful, friendly place to live. This is a nice neighborhood. Please pitch in and keep it that way.

### Counter Tops:

Do not sit on the kitchen bar over-hang of the counter top, as it may not hold the weight. Don't use your counter as a cutting block, to open bottle caps, or as a hot pad, as it will damage the top.

### Electrical Panel:

Your electrical panel (Fuse Box) is located behind the door on the ground level bathroom in the townhouse at Little Eagle Creek. At Little Eagle Creek II and at Eagle Creek , the electrical panel is behind a bathroom door.

### Fireplace:

Little Eagle Creek Apartments have a fireplace, which is very economical and realistic. You can use it summer or winter (it has a heater) for pennies a day. The front panel pulls down so you can adjust the flame, and use the heater as needed. There are fire extinguishers in the laundry or furnace rooms in many apartments, just in case of fire and for your safety. Just unsnap it from its holder on the wall, pull

the red pin, aim at the base of a fire, and shoot in a swiping action. If the fire is large just get out to safety and call 911 for help.

#### Laundry:

Your apartment is furnished with a washer and dryer. Please try to do a full load ( but do not over load the machine), on a low water level. (Rent may need to be adjusted if water bills are too high.) It is a violation of the lease to be doing others (no tenants) laundry. We have high efficiency washers in many apartments. so use the right soap, look for HE on the soap bottle. **Do not use regular detergent in HE washers, AND again do not over load. All garments with hooks must be hooked before washing.**

#### Light Bulbs:

Your light fixtures take up to a 60 watt bulb, except stair lights are 25 watt bulbs only, and bathroom vanity lights take up to 40 watt bulb. Never use a higher watt bulb.

#### Toilets and faucets:

**Any running toilets or leaky faucets needs my immediate attention.** Please call me, so that I can fix it. A running toilet for one day can cost hundreds of dollars. With the government requiring low water toilets, sooner or later, you will have one get plugged up when you flush. When this happens, shut off the water to the toilet. The valve is near the floor behind each stool. Plunge the toilet and re-flush. Then turn the water back on at the valve. (There is one plunger per bathroom.)

#### Mini Blinds:

The wands on each of the mini blinds will open or close the blinds. Do not try to close or open them more by turning the wand. This will strip the gears, and ruin the blinds. When cleaning mini blinds, plan on spending some time. We wipe each blind off with a "Swifter Cloth". If you know of an easier way, let us know!

If you have any questions, please call /text us at: 402-416-2875