

Grand Trees Newsletter

Spring 2010

Welcome Home

We would like to welcome all of the new residents to the Grand Trees community. If you have any concerns please feel free to call our Manager Dave @ 515-243-0813.

Got a Problem ?

When you notice a leaky faucet, toilet running constantly, or a slow drain let us know right away.

If you notice a problem call our office so we can attend to it ASAP.

Utility Bills

As you know one of the perks when renting at the Grand Trees is having no utility bills. We although do have to pay the bill. Please help us conserve energy by making sure all lights, radios, TV's and other energy use items are turned off when not in use.



Recycling

Remember the recycling bins are located on the north side of the apartments. Recycled materials are generally defined as, newspaper, corrugated containers, magazines, catalogs, junk mail, craft bags, bi-metal and ferrous cans, aluminum cans, clear glass containers and recyclable residential plastic: (beverage bottles, laundry detergent, water and milk jugs.

Remember the recycling containers are for recycling not trash.

Don't Puff Here

It's the law now. Smoking is not allowed in any of the common areas of the apartment complex.

Neighborhood Watch

If you witness any strange people, cars, odors or activity in the apartment complex or in the parking area please call the police. The non-emergency Des Moines Police number is 283-4811.



Smoke Detectors

It is your responsibility to check your smoke detector once every 30 days. It is vital to you and your neighbor's safety that all detectors are in good working order. If your detector is not functioning properly call our office and we will fix it or replace it.

East parking Lot

The parking we lease just east of the complex is for overnight only. Tenants may park only



Locked Out ?? Blown Breaker ??

Maintenance

Emergency ??

If you are locked out or have a blown electrical breaker first call our office at 243-0813. If there is no answer try the following:

Cindy @ 280-7773

For an after hour emergency call:

Ron @ 868-8861

Washers and Dryers

Please do not overload the washers and dryers.

Overstuffing them causes the motors to heat up and then the safety switch kicks off.

When clothes are above the water line there is no way the washer can agitate to get them clean.

Please attend to your laundry promptly and please clean the lint trap after using the dryers.

Just A friendly Reminder

Rent not received by the 5th of the month will be subject to late fees.

Date

1 st	Grace period	
2 nd	Grace period	
3 rd	Grace period	
4 th	Grace period	
5 th	Grace period	
6 th	Rent plus	\$15.00
Eviction process starts		
7 th	Rent plus	\$20.00
8 th	Rent plus	\$25.00
9 th	Rent plus	\$30.00
10 th	Rent plus	\$35.00
11 th	Rent plus	\$40.00

Pet Owners

Please pick up after your pet when taking them outside. Pet potty stations are set up with disposal bags for your use. We will be monitoring the situation and anyone seen not picking up after their pet will be fined \$35.00.