

Dear Resident,

As Spring and Summer are right around the corner, please take a few moments to read our warm weather tips:

Remove foundation vent covers, so air can circulate under your residence; store them in a safe place so that they can be reused again next winter.

Take a look at your shrubs. Report any necessary pruning to The Management Group, with a maintenance request.

Fertilize your lawn; if any moss is present it is best to use a combination of fertilizer with moss control.

Since moss accumulates on decks and steps, these surfaces should be hosed off and also treated with a moss control.

Check all gutters and downspouts. Report any damaged or clogged up gutters to The Management Group, with a maintenance request.

If you have any firewood stored on the premises, please make sure it not touching any siding or other wood. We suggest putting a plastic barrier between the wood and whatever part of the house it comes in contact with.

Keep lawn mowed and watered regularly and flowerbeds clean of weeds. Please refer to your rental agreement if you are unsure of your landscaping responsibilities. Please remember, you are responsible for maintaining the lawn, shrubs and flowerbeds throughout the year.

If you would like to do some additional improvements to the landscaping, please let your property manager know what your plans are. Some of our owners would be happy to assist. Also, some owners want to be informed of any changes/additions to their properties.

We hope you are enjoying the home. If you have any questions or suggestions, please contact your property manager.

Sincerely,
The Management Group, Inc.

Dear Resident,

Before cold weather arrives please take some time to winterize your home:

Install foundation vent covers; this can be done with styrofoam, cardboard or carpet pieces. This will keep the cold air from getting under your home and keep floor areas warmer.

Disconnect all outside hoses; this will keep the faucet from freezing. Install hose bib covers, even if the property has frost free hose bibs.

Check all gutters and downspouts. It is tenant responsibility to report any damage or malfunctions due to due to excessive debris.

Check the filters on your furnace (oil, gas or electric). If you can't locate the filter please call the office and we will assist you. By changing the filter, the furnace will run more efficiently.

If you have wall heaters, turn them off at the breaker, remove the front grill and vacuum out; this will allow them to work more efficiently.

Please take the time to check your smoke/carbon monoxide alarm, change the battery as needed.

If and when freezing weather arrives, please take these precautions:

Fill extra containers with water for drinking and sanitary purposes in the rare event that water service is temporarily unavailable.

Make sure you have new batteries and extra flashlights in the case you lose your power.

Have a steady stream of cold water coming out of all faucets. Hot water will freeze first.

Keep cabinet doors open under sinks for warm air circulation.

Keep thermostats at a constant temperature throughout the house; minimum 60 degrees.

Check your washing machine if it is located in the garage; it could freeze. If you drop a light behind it with a 60-watt bulb, or disconnect the hoses, this will help to keep it from freezing.

If you have any questions or suggestions, please contact your property manager.

Sincerely,

The Management Group, Inc.

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