

Tenant Responsibility

Thank you for being expedient in notifying us of any maintenance concerns or needs. Please be mindful that each scenario may be different, but the following are items that are likely tenant responsibility, and while we may facilitate or make the repair, the charge may ultimately be yours.

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| <ul style="list-style-type: none">• Garbage disposal malfunction• Drain/toilet clog• Vandalism• Breaker/GFI reset | <ul style="list-style-type: none">• Pest control• Mildew growth• Lockouts• Damage resulting from lack of reporting defect to Management |
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Troubleshooting Tips

Smoke Detector/Carbon Monoxide

- Change batteries regularly, according to manufacturer guidelines

Toilet

- Use a plunger
- Use another toilet in the home until repair can be made

Garbage Disposal

- Check for foreign objects in the drain
- Push the reset button on the bottom of the disposal

Water

- If not affecting the entire unit, obtain water from another sink, shower, hose etc.
- If no hot water to the entire unit, reset the breaker/push the reset button if the water heater is electric.
- If no hot water to the entire unit, push the reset button if the pilot light is lit on the gas water heater. If the pilot light is not lit, contact NW Natural Gas.

Electricity

- If not affecting the entire unit, reset the breaker by moving the switch all the way to “Off” and then all the way back to “On”
- If only affecting one outlet, reset the GFI switch by pressing the red GFI button.

Range/Oven

- Ensure appliance is plugged in. *See No Electricity*

Dishwasher

- Ensure door is completely closed if not running
- Remove any debris or obstruction to the spray arm/filter

Noise Complaint

- Call Non-Emergency Police at (360)487-7355 or (503) 823-3333.