

## **MOVE IN LETTER**

**THE FOLLOWING INFORMATION WILL MAKE YOUR MOVE INTO YOUR NEW RESIDENCE GO SMOOTHLY!**

1. PLEASE MAKE SURE THAT YOUR RENT IS MAILED TO **ARRIVE** BY THE 1ST OF THE MONTH TO AVOID ANY LATE CHARGES.
2. **ABSOLUTELY, POSITIVELY** NO PETS ARE ALLOWED ON THE PROPERTY. IF FOUND FEES WILL BE ASSESSED AS PER LEASE.
3. PLEASE MAKE SURE TO PUT ALL **APPLICABLE** UTILITIES IN YOUR NAME TO AVOID ANY FEES AS PER LEASE.
4. **YOU** ARE RESPONSIBLE TO KEEP YOUR TRASH PICKED UP!! THIS INCLUDES YOUR YARD AND WHERE YOU SET YOUR TRASH OUT FOR PICKUP. IF WE CLEAN IT UP YOU WILL BE CHARGED.
5. PLEASE PUT YOUR CIGARETTE BUTTS IN THE TRASH NOT YOUR YARD. IF WE CLEAN IT UP YOU WILL BE CHARGED.

**IND GAS CO. 1-800-227-1376**

**AEP ELECTRIC CO. 1-800-311-4634**

**IND/AMERICAN WATER CO. 1-800-492-8373**

**AT&T PHONE CO. 1-800-288-2020**

**COMCAST CABLE/INTERNET 1-888-266-2278**

**LAUNDRY MACHINES 1-765-702-4005  
JIM EDWARDS**

**NORTHWEST WRECKER 1-765-288-4456  
CAR TOWING**

**WE EXPECT YOU TO PAY YOUR RENT ON TIME AND YOU CAN EXPECT US TO RESPOND PROMPTLY TO MAINTENANCE PROBLEMS. WE ARE VERY REASONABLE PEOPLE WHO TAKE PRIDE IN OUR PROPERTIES. WE WILL BE RESPONSIVE TO YOUR REQUEST, BUT WE ALSO NEED YOUR COOPERATION IN UPHOLDING THE TERMS OF THE LEASE. LET US ALL TAKE PRIDE IN THE PLACE YOU NOW CALL HOME.**

**TO A GREAT SCHOOL YEAR,**

**MIKE AND JAN BRISTOW**

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