

*Thank you for renting with us.*

*We hope you find living here to be a positive experience and a peaceful place to stay.*

**The following is payment instructions:**

- ◆ Your rent is due by the 1st of each month, paying for the upcoming month.
- ◆ If rent is not paid by the due date, you will incur a late fee, per agreement.
- ◆ Payment not received for seven days after due date is in default of agreement.
- ◆ You may receive text &/or email reminder to pay rent. Disregard if already paid.

**You may make rent payments in the following manner:**

- ◆ Make checks or money orders payable to Kristi Wilson.
- ◆ Mail to PO Box 1484, Morehead, KY 40351
- ◆ Paying Cash? Please call or text to coordinate a pickup time.
- ◆ You may pay with Venmo (preferred method), please ask for username
- ◆ You may pay with on PayPal, please ask for username
- ◆ You may pay with Cash App, please ask for username

**Other Instructions:**

- ◆ We will schedule to change your HVAC filter, ideally every other month.
- ◆ Do NOT detach alarms. You are responsible for keeping fire/smoke & carbon monoxide detectors & thermostats in working order, with working batteries.
- ◆ You are responsible for purchasing & replacing light bulbs. Please replace it with the same color and type. Call for assistance, if needed.
- ◆ Garbage - You may receive text reminders. (KEEP TRASH PICKED UP!!)
  - ❖ Garbage pickup is on Monday on Tolliver and Brown St, Wednesday on Allen Ave, and Thursday at all other units.
  - ❖ Please set your trash cans out the night before and return them asap after the trash is picked up.
  - ❖ Again, if you have a big item and live in a unit within city limits, you can call the city garage at 606-784-4503 and request an extra pickup. They usually charge \$12-\$30, depending on the size and/or number of loads.

Kristi's Cell: (606)776-4197

Junior's Cell: (606)776-0538

Kristi and Junior's Landline: (606)780-0820

City Garage: 784-4503

Waste Management (county garbage pickup) – if there are issues contact Kristi

Kentucky Utilities – if there are any issues contact Kristi

Morehead Utility Plant Board (MUPB) – if there are any issues contact Kristi