



86 North Court Street - Athens Ohio 45701 - Office: 740-594-4441 - Fax: 740-594-4442 - [www.BobcatRentals.net](http://www.BobcatRentals.net)

## **IMPORTANT REMINDERS**

### **NO PETS!!!**

Absolutely no pets are allowed anywhere in or on the premises at any time. This applies every animal, regardless of the owner.

### **RENT - LEASE**

Reduced semesterly rates are typically due ***BEFORE*** the first day of the following months: ***APRIL, AUGUST, & DECEMBER***. We usually want our current resident(s) to renew their lease for the following year(s). Since our properties are always renting for future years, remember to secure your place by signing a lease because many often rent without proper showings.

### **UTILITIES**

At the start of the lease, you must contact the utility companies and put those services in your name, even if you're not living there yet. To prevent water line freezing, the thermostat/heat setting must be at least 55°.

**TRASH & RECYCLING:** Dumpsters are provided for residents at our apartment buildings. For our other places, we strongly encourage using the recycling program to help reduce your bills. Each residence is permitted to have 1, 2, or 3 garbage cans only. Call the Athens utility office at 740-592-3347 to find out the particulars for your place. ***WE STRONGLY RECOMMEND THAT YOU PAY VERY CLOSE ATTENTION TO YOUR GARBAGE CONSUMPTION & BILLS!***

### **PARKING PASSES**

If you have a parking pass, you need to have it hanging from the rearview mirror with numbers facing out at all times while parked in our lot. No pass means that you are risking getting towed at your own expense.

## **EMERGENCIES**

There are emergency numbers to call, but ***ONLY*** for reasons listed below and after you tried to contact the office first. 740-707-7453 , 740-590-0156 , 740-591-1158 , or 740-591-8814 Leave your name, address of unit, problem, and a telephone number to call back.

***THESE NUMBERS ARE FOR EMERGENCIES ONLY- NOT MAINTENANCE CALLS***

**PLUMBING:** All water lines are equipped with SHUT-OFF VALVES. If there is a water leak, find the nearest shut-off and turn off the water. If you cannot find one near the leak, ***THERE IS A MAIN SHUT-OFF SOMEWHERE, USUALLY NEAR THE WATER HEATER WITH A RED TAG LABELED 'WATER MAIN SHUT-OFF'***.

**SEWER BACKUP & FLOODING:** If overflowing, first check for any nearby water line shut-off valves to turn off. This is to help stop the water flow, which supplies the water in the sewer line. Call the emergency number. Never run the dishwasher or washing machine while no one is home.

**NO GREASE IN SINKS:** Never pour fats, oils, or grease down the drains. You will be held responsible for the repairs.

**ELECTRICAL:** All circuits have a BREAKER or FUSE in the MAIN PANEL. If there are sparks, a tripped breaker, or any other immediate electrical issue, find the main panel and flip the breaker or replace the fuse. If the problem creates a dangerous situation or there's no electric, call the emergency number.

**NO HEAT:** Gas heaters have a pilot light that sometimes need relit. Follow the instructions on the unit to light again. Contact the emergency number if you're unable to relight or if you have electric heat.

**ALL OTHER EMERGENCIES – DIAL 911 AND/OR CALL THE AUTHORITIES**