

# FAIRBANKS TOWNHOUSES

## Move In - Care & Use Tips for Your Townhouse

**UTILITIES** – Electric, Water, and Gas need be placed in your name and bills sent directly to you OR we will take care of it all, your choice:

Electric & Water – Holland Board of Public Works – 616-355-1500

Gas – SEMCO Energy – 800-624-2019

- Note – this must be taken care of before you move in. Please have confirmation numbers ready at move in.
- If you choose to have us take care of it all for you, 12 month lease: \$140 per month, per unit: 9 month lease \$160 per month, per unit

**CABLE TV & INTERNET** – Premium cable TV and high speed internet are part of our offering. We have worked a package deal with Comcast where you get high speed internet and about 120 channels for \$80 per month, per unit. Comcast requires a tenant from a unit sign up for an account in their name and order the digital converter equipment. You will need this equipment to view digital cable channels. Normal, monthly cable tv and internet use is paid for through Fairbanks, anything additional will be billed separately through this tenant account.

**WALLS** – Please do not use tape, poster putty, gum adhesives, nails or screws to hang things on your walls. These will cause damage, you will be charged to spackle and repaint. (Minimum charge to spackle and paint a wall is \$60) Do not put wallpaper on the walls. No matter what is advertised, wallpaper does not come off.

**FURNITURE** – Please be careful to keep all furniture a couple inches away from the walls. This will avoid marks, nicks and necessary repairs. Colored bedding sometimes will bleed onto the walls or possibly leave stains. (Minimum charge to repair a damaged wall is \$100)

**CUTTING BOARD** – Please use it ... You have been supplied a cutting board. Cuts, gouges and burn marks in counter tops are very costly to repair. Please be careful with cutting or use of hot pot and pans. (Minimum charge for counter top repair is \$25 per sq. ft.)

**DISPOSAL** – Garbage disposals are good tools to get rid of left over food type materials. They tend to have trouble with fruit skins and some vegetables like onions. Please be careful with their use and if it starts to sound different, clean it out and check for materials that it is having trouble with.

**CARPET** – The carpets in your townhouse are “stain master” carpets and can be cleaned with lukewarm water if you attend to a spill promptly. Soaps and other cleaners often will cause stains and turn out worse than the original spill. (Minimum charge for carpet replacement is \$25 per sq. ft.)

**BLINDS** – Please treat the blinds with care. They can be damaged pretty easily. (Minimum charge for blind replacement is \$50)

**DOORS** – You are responsible for the exterior of your front and back doors as well as both porch areas. If you get locked out of your townhouse, please do not break in. You will significantly damage the door frame. (Minimum charge for door frame repair is \$150, charge to have us come unlock the door is \$10)

**SMOKE DETECTORS** – Each unit has 8 smoke detectors hooked directly into the electric system. Each has a battery back up. The detectors will beep if the battery is getting low.

**BATHROOM ELECTRICAL OUTLETS** – All bathroom outlets are hooked into a GFI outlet. Upper level bathrooms and the middle level ½ bath outlets all run through the GFI outlet in the middle floor ½ bath. Bath lower level bathroom electrical outlets run through the GFI electrical outlet in the lower level hallway, below the electrical box. If you don't have power to your outlets, check the main GFI outlet.

**PETS** – We realize pets are a lot of fun. However, we need to ask you to please not let any pets into your townhouse at anytime. Neighbors or tenants that move in after you might be allergic. (Minimum charge to clean up after a pet is \$200)

**SMOKING** – All townhouses are non-smoking units. If you must smoke, please do so outside. Please take care to dispose of butts properly. We all want to live in an environment that is nice looking and clean. (Minimum charge to clean up after a smoking tenant or guest is \$200)

**PARKING** – Please park in your own unit's garage, driveway or any other non-unit parking area. Garages and driveways are designated for the tenants of the associated units. If a parking spot has been assigned to you, please use it ... all visitor parking is parallel parking

**BIKES** – Please keep all bikes in your garage or between your back door and your garage. We would like to keep the front of the buildings looking clear and well kept.

**MAINTENANCE** – Email [info@fairbankstownhouses.com](mailto:info@fairbankstownhouses.com) or call 616-836-0481 if any concern or question.

**RENT** – Rent is due on a specific date. You can pay rent early, but paying late will cost you \$2 a day. A rent reminder will be emailed to your designated email account about 10 days prior to your rent due date. This email will include amounts and any other information we need to let you know about.

*Please make checks payable to:*

BBG Fairbanks  
4624 Forest Lane  
Holland, MI 49423