



**OFFICE HOURS:**  
 Mon-Fri.....9am - 5:30pm  
 Sat.....10am - 4pm

**PHONE NUMBER:**  
 309-682-8532

**NOTES FROM THE OFFICE**

- ⇒ School is back in session! Keep your eye out for children as they walk to and from the bus stop during the morning and afternoon hours.
- ⇒ We will have discounted tickets for the Peoria Chiefs vs. Burlington Bees on sale in the office starting August 1st. Tickets are only \$3/each!! Stop by now. There is a limited supply available.

**MY QUESTION**

**What do I do if I want to get a pet?**

*We do allow pets, however we have some restrictions. The office needs to know about all occupants of your apartment (including furry ones). Some helpful tips are listed below:*

- ⇒ No larger than 20lbs adult weight and/or 14" shoulder height
- ⇒ Breed restrictions: No aggressive breed mixes
- ⇒ 2 pet limit, per apartment
- ⇒ Fish tanks under 25 gallons
- ⇒ All pets must have current vaccinations
- ⇒ All pets and owners must follow all rules as laid out in the pet agreement, which is required to be completed and signed for each pet in the apartment
- ⇒ \$100 pet fee, per pet, must be paid in the office

**COMMUNITY TIPS**

- ⇒ **SPEED LIMIT 10 MPH** Please keep the posted speed limit in mind when traveling in our parking lot. This is for your safety, as well as others. Many residents walk their garbage to the dumpsters, walk their pets on a frequent basis, and there are young children at play as well. We are concerned for the safety of everyone. *Thank you!*
- ⇒ **PLEASE USE 1 SPACE WHEN PARKING** Parking is limited in some areas, please be courteous to your neighbors and keep it within the lines. We appreciate you!
- ⇒ **KEEP AN EYE ON LAUNDRY** Set a timer for your laundry. We want everyone to be able to complete their household chores in a timely manner. Your neighbors will thank you!
- ⇒ **TIMELY MAINTENANCE** If you notice an issue in your apartment or the community that is in need of repair, please notify us as soon as possible. We take pride in our neighborhood. Thanks for your help!

**August 2018**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Rent is due Building 3 Pest Control	2	3	4
5	6 Rent is late add \$25	7	8 Building 4 Pest Control	9	10	11
12	13	14	15 Building 5 Pest Control	16 Rent is really late	17	18
19	20	21	22 Building 6 Pest Control	23	24	25
26	27	28	29 No Pest Control	30	31	

**APARTMENT LIVING TIP**

**HOW TO SWITCH MY FAN ROTATION:**

*Step 1:* Turn the fan on and stand directly underneath the fan. Watch the blades rotate to determine the direction they are rotating. The blades should be going clockwise in the cooler months, and counter-clockwise in the warmer months.

*Step 2:* Shut off the fan and wait for the blades to come to a complete stop.

*Step 3:* Using a ladder or step stool, locate the direction switch. This looks like a small, sliding switch similar to a lamp switch and will be on the center of the fan in between the blades or bulbs.

*Step 4:* Slide the switch until you hear or feel a slight clicking.

*Step 5:* Turn the fan back on to check the direction.