

NOVEMBER 2013

COURTSIDE



Over Thanksgiving break...

the maintenance staff will be entering each apt. to check thermostats. PLEASE remember:

1. Leave your heat at a minimum of 60° to prevent freezing of pipes. **Anyone who does not do so will be fined \$100.00.**
2. Leave on all exterior lights.
3. Lock all doors & windows.
4. Utility closets are not to be used for storage.
5. Notify the office if you will be leaving for break.

Happy Thanksgiving

MAY RENEWALS

\$\$ Early Bird Special \$\$

Tenants with leases ending in May can take advantage of a great opportunity we are offering. Renew your lease by November 15th and each renewing roommate will receive \$75.00!!

**Don't want to rush?? Don't Worry!
We will still offer**

\$50 between November 16—December 15, 2013.
\$25 between December 16– January 20, 2014.

FYI:

Heating: At NO time during cold weather, October through March, can your heat be turned off. It must be set at a minimum of 60 degrees whether a tenant is present or absent from the property.

Cooling: Please be aware that you can not run your air conditioners when outside temperatures are below 60 degrees, it will cause them to freeze up.

TRASH

Please do not leave any garbage on your deck or by your front door. No trash cans on deck. There is a \$25.00 fee per bag/item if our labor crew has to pick it up. You are responsible to place all garbage in the dumpsters provided.

Please Note:

We are still doing filter changes. If you have a pet or work a night shift, please call and make an appointment so we can try and accommodate.

PETS

ONLY USE DESIGNATED PET AREAS. ALL PETS MUST BE CLEANED UP AFTER AT ALL TIMES.

As stated in your lease, if you do not pick up after your pet you will be charged a \$25 violation fee per incident.

WVU FOOTBALL PARKING

Parking on home football game days is by permit only. A limited number of parent passes are available on these days by contacting the office the Monday prior to the game to reserve a pass. Your parent may obtain their pass by coming to the office at 7:00 a.m. on game day and presenting their driver's license and vehicle registration. All vehicles without a valid tenant or parent parking permit will be towed at the owners expense. There will be no visitor parking on game days. We apologize for any inconvenience, but this policy is in place to ensure availability of tenant parking.

EMERGENCIES

Any sort of emergency that occurs after office hours needs to be directed to Secure US at 304-291-2994.

Please only call if it is an emergency.

Emergencies are considered to be the following: No hot water/heat, leaks of any kind, etc. Non-emergency service requests such as clogged toilets or malfunction of air conditioners must be reported to the office.

It's time for Thanks...GIVING

The office will be accepting non-perishable food items to be donated to local pantries. If you have any food that you would like to donate, please bring all items to the office. We will stop accepting donations on Monday, November 25, 2013.

Chateau Royale Apartments:
Phone:(304) 599-7474 Fax: (304) 599-0770
Office Hours: M-F 8:00am-5:00pm

Visit our new website at www.chateauroyalapartments.com to get the latest news about the complex. We will update office hours, post the newsletter, and you can now place a work order online.