



June 2017

"The **SMART** Choice for Property Management"

SMART TENANTS

Happy Summer SMART Tenants!

Well it's that time of year again! School is out and family vacations begin!

We have received a number of HOA violations regarding weeds, dead shrubs and trash cans. PLEASE, when you see a weed, pull it! Make sure the garbage cans are out of sight, put in the garage or side of the house where it's not visible. Just like you—we HATE the HOA's but we have to follow the rules. If you end up getting a fine—it must be paid immediately at our office. Fines will be posted first, then rent.



Our offices will be closed on Tuesday the 4th. And we will **BE OPEN ON THE 5TH!**

REMEMBER THE RENT MUST BE PAID NO LATER THAN THE 5TH TO AVOID LATE FEES. MAKE SURE YOU SEND OR DROP OFF YOUR RENT TO: 6955 N. DURANGO #1115-107—THEY WILL BE CLOSED ON THE 4TH AND THEY SHOULD BE OPEN ON TUESDAY, JULY 5TH!

IF YOU ARE GOING TO DROP OFF YOUR RENT AT THE OFFICE—YOU WILL HAVE MONDAY, JULY 3RD & WEDNESDAY, July 5TH, FROM 9AM-5PM AT 150 N. DURANGO #280, LAS VEGAS, 89145. DON'T FORGET YOU CAN PAY ONLINE AT OUR WEBSITE:

WWW.MANAGEVEGAS.COM—GET SETUP FOR ONLINE!

It doesn't mean that you can send the check on the 5th. **IT MUST BE IN OUR HANDS ON THE 5TH BY 5PM (GOING POSTAL OR THE OFFICE).** If not, you will be charged late fees. **NO EXCUSES PLEASE...\$100 for the 1st day and \$25 each day after that. Don't have the embarrassing orange paper attached to your property for the world to see. YOU'VE BEEN NOTIFIED.**

MAINTENANCE REQUESTS:

Remember your request **MUST** be in writing: you can submit a request from our website at www.managevegas.com, an email will work, snail mail, or come to the office and submit a request. **VERBAL REQUESTS WILL NOT BE HONORED. IF YOU HAVE A TRUE EMERGENCY...CALL 702.743.8544. GARBAGE DISPOSALS ARE NOT A TRUE EMERGENCY. THIS IS FOR NO HEAT, NO AIR, WATER HEATER, FLOODING, FIRE, OR REFRIGERATORS.**

FINALLY: EMAILS! SMART cannot stress enough the importance of emails. Make sure you put your property address on the email! Managing so many properties, it is impossible for us to remember everything. Email is our main source of communication. The written word is powerful—your words are your words, same as with us. PLEASE use email as often as you can—this is our filing cabinet for your property. Unless it is a **TRUE EMERGENCY**, please call us. SMART actually responds better and faster to emails than phone calls—many times someone could be out of the office and not get the call—but emails can go to cell phones.

