

Rent

WHEN IS RENT DUE?

Rent is **due on the 1st of the month**. Late fees begin on the 5th after 5pm.



Lease Violations will be sent by midmonth.

HOW CAN I PAY RENT?

- Online Payments - Visit MillsProperty.com to set up your account
- Check or money order left in rent drop box
- Automatic payment - fill out EFT form



CASH IS NOT ACCEPTED

Lease

HOW DO I GET OUT OF MY LEASE?

Your lease is a legally binding contract. You are responsible for your lease and utilities **until the end of your lease**. Please talk to your manager for further instructions.



Pets



CAN I HAVE A PET?

Please discuss the property's pet policy with your manager.



605.697.3175

millsproperty.com



Frequently Asked Questions

Apartment

CAN I MOUNT A TV ON THE WALL?

You are welcome to hang/mount a TV. Please be aware any damage to the wall or large screw holes may be billed at move out.



HOW LONG CAN MY GUESTS STAY?



For Security Reasons, **NO MORE THAN:** 3 consecutive days/nights **OR** 7 days/nights within a 45-day period. Any longer will need manager approval.



CAN I HAVE PARTIES AT MY APARTMENT?

It is always important to be a good neighbor, so we ask that you avoid loud parties, keep radios, stereos, gaming devices, tvs, etc at a reasonable volume, especially between the hours of 10pm & 8am.

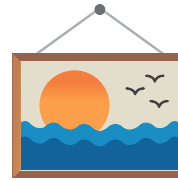
DO I CHANGE MY OWN LIGHTBULBS?

If you feel comfortable changing your own lightbulb, please do so. If not, we will change it free of charge as long as you provide the bulb.

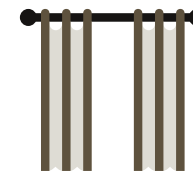


CAN I DECORATE MY APARTMENT?

Yes! Make this your home! Hang pictures with appropriate sized nails. Please **DO NOT** use pre-pasted wall hangers (such as Command hooks).



CAN I HANG CURTAINS IN MY APARTMENT?



Absolutely! Be sure to use the correct size screws to install the curtains. Also, please be aware that any damage to the wall or large screw holes may be billed at move out.

Maintenance



WHAT IF I NEED MAINTENANCE AFTER HOURS?

For emergency maintenance only call:

877.813.0434

Examples of emergencies:

- Fire
- Flood
- Safety
- Locked out of apartment (lock out charges would apply)

Examples of non emergencies:

- Hot water heater not heating
- Refrigerator not working

For non-emergency maintenance call 605.697.3175 or your manager.

If the maintenance emergency number is called for non-maintenance emergencies, this could be billed to your household.

ARE THERE MAINTENANCE ISSUES I CAN TAKE CARE OF MYSELF?

Smoke Alarm Chirping

This is an indication that the battery is dying. You must supply a 9 volt battery, but maintenance will replace it if you aren't comfortable doing it yourself.



Outlet Not Working

- Is it a GFI outlet? (located in the bathroom or kitchen) Press the reset & test button to see if that helps.
- Is it connected to a switch in the room? Some outlets will only work if a switch in the room is turned on.



Water Shut Off Valves

If a sink or toilet is leaking, turn off the shut off valves under the sink (2) or under the toilet tank. Then call the manager to have maintenance fix the leak.