

IMPORTANT INFORMATION



ONLINE
TENANCY
MANAGEMENT
SYSTEM

Attn:

Date: _____

RE: Important Information for the New Tenant

Dear _____ ,

Welcome! We wish you health and happiness in your new home. Listed below please find helpful information relating to your new residence.

- » Police: _____
- » Water Co: _____
- » Telephone: _____
- » Cable TV: _____
- » Electric Co: _____
- » Gas Co: _____
- » Sanitation Dept: _____

Other Helpful Information: _____

- » Location of fire extinguishers: _____
- » Location of smoke detectors: _____
- » Location of circuit breaker panel: _____
- » Location of water shut-off valve: _____
- » Days of garbage pick-up: _____
- » Days of recycling: _____
- » Mailbox # and Location: _____

Please contact us if you have any questions.

Regards,