

Adams Property Management, LLC
321 South Three Notch Street
P.O. Box 21
Troy, Alabama 36081
Phone: 566-5039
E-mail marvadams@troycable.net

List of things to remember as a new tenant;

- 1. When something tears up or you do not know how to use something....call your property manager.**
- 2. Do not put more people in an apartment than is allowed on your lease agreement.**
- 3. If you do not understand your lease agreement, seek assistance before you sign it.**
- 4. Do not soak rice in your Bathtub.**
- 5. Put a shower curtain up so water cannot get outside the bathtub when you are taking shower or bath.**
- 6. Clean dryer filter each time you dry a load of clothes.**
- 7. Change air conditioner filter at least once a month...summer and winter.**
- 8. Use only detergent designed for automatic dishwashers.**
- 9. Use pots and pans on top of stove....do not cook directly on stove eyes.**
- 10. Protect counter tops from hot pots**
- 11. Do not hang clothes outside of apartments**
- 12. Vacuum carpets at least once a week and mop floors at least once a week**
- 13. Dust apartments each week to include ceiling fans and all furniture.**
- 14. Clean bathroom daily.**
- 15. Dispose of all garbage daily.**
- 16. Clean stove and refrigerator at least weekly**
- 17. Replace light bulbs when they go out**
- 18. Do not pour grease down the sink.**
- 19.**