

June 26, 2017

Braun Properties

1251 Noble Hills Pl
Boone, IA 50036
515-432-0099

Dear Tenants,

We are pleased to welcome you to your apartment this fall. You can pick up your keys anytime between 8:30am and 11:00 AM on Tuesday, August 1st at **839 Dickinson Ave., Ames (laundry room)**. If this time does not work for you, call 515-432-0099 and set up a time. Please be advised that you are the only one in your apartment who will receive this letter so **you will need to contact your roommates to forward this information**. The rent is due August 1st and we will need to have all the rents together mailed to me at the address below or you can put it in the drop box located in the laundry room at 841 Dickinson, Ames. **If the rents are received after August 1st the late fees still apply unless the postmark on the envelope is no later then JULY 31st.** We have the phone numbers and addresses of the utility companies you will need listed below. The lines to get utilities transferred are rather long if you wait until the end of July. Satellite dishes are not acceptable on the property because of the congestion that they cause and the possible damage to the building that mounting them can cause. If there are any problems while you are here feel free to contact us. Please enjoy your stay.

The policy on moving in early is you have to wait until Aug 1st so that your unit may be properly cleaned.

Charles & Jodi Braun
Braun Properties

Your new address: _____

Utility companies:

Alliant Energy gas only: 800-822-4348

City of Ames - electric and water: 515-239-5120 www.amesutilities.com **The electric and water will be shut off two days after the tenants move in if they are not transferred into the tenants name. You can sign-up for the electric and water through the website.**

Mediacom – 225 S. Dayton Avenue, Ames IA 50010 Cable & Internet: 232-4646 or 800-332-0245.
You will be able to pick up your cable box after Aug 1st at their Ames Location. You will need a copy of your lease to show Mediacom.

All rents are to be put it in the drop box located in the laundry room at 841 Dickinson or mailed to 1251 Noble Hills Pl., Boone, Iowa 50036 no later then the 1st of the month to avoid late fees. They must be in one envelope and clearly state the address of your apartment!

Make rent checks payable to: Charles Braun