

July 2, 2019

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 Thursday, August 1<sup>st</sup> at **839 Dickinson Ave., Ames (laundry room)**. If this time does not work for you, call 515-432-0099 and we can make other arrangements. 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 1<sup>st</sup> 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 1<sup>st</sup> the late fees still apply.** 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 1<sup>st</sup> because of liability concerns and 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](http://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 on or after Aug 1<sup>st</sup> at their Ames Location. You will need a copy of your lease to show Mediacom. We will give you another copy when you move in Aug 1<sup>st</sup>.

**All rents are to be put in the drop box located in the laundry room at 841 Dickinson or mailed to 1251 Noble Hills Pl., Boone, Iowa 50036 no later than the 1<sup>st</sup> 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**