**APPLIANCES**

**Dryer- You must CLEAN lint trap after every load or cycle**

**Turn dial to permanent press/cottons when wanting to dry a full load of laundry.**

**If you turn dial to timed dry the dryer will stop when timer is up and will not dry a full load.**

**Dishwasher- Please rinse dishes before putting in dishwasher. YOU MUST put dishwasher soap in dishwasher not dish soap! If the dishwasher is stopped up due to a dirty filter/screen (located at the bottom of the dishwasher) you will be charged by maintenance for a service call.**

**Garbage Disposals- Please scrape food into garbage cans before rinsing dishes so food doesn’t clog disposal. Spaghetti/noodles are the worst thing for disposals.**

**DO NOT PUT PLASTIC, GLASS, UTENSILS, BOTTLE CAPS, COINS, ECT. DOWN DISPOSAL OR YOU WILL BE CHARGED FOR A MAINTENANCE CALL.**

**Window AC Units- Frequently clean filter screen by simply brushing off dirt to get maximum output and energy efficiency.**

**Thermostat- Always leave fan on AUTO.**

**NEVER turn your heat off in the winter. Heat should NEVER go below 60 degrees to prevent pipes from bursting.**

**Smoke Detectors- You are responsible for replacing the batteries when your detector starts beeping (Unless you can’t reach ceiling with the use of a chair)**

**If your smoke detector alarm goes off please Call AND text our work phone at 859-433-0956.**

**HOUSEHOLD**

**House Keys- We highly recommend you HIDE A KEY outside or you will be charged for maintenance to let you in if you are locked out of house. During Office hours/Day-$25 After hours/weekends-$45**

**If maintenance cant come let you in you will have to call a locksmith.**

**Parking- If you are needing additional parking you can call the city and get street permits. They will issue several parking passes per house. It is up to you to obtain these city parking passes.**