



910-808-1314

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www.crowninvestors.com

“As for me and my house we will serve the Lord” - Joshua 24:15

Newsletter – June 2013

New Website Launched !

We have just launched a new website www.crowninvestors.com . It lists the properties that are available, our newsletters, and other things. Check it out and let me know what you think.

Work Orders

Crown Investors is committed to providing routine maintenance, issues, and problems that may arise, and especially any emergency situations. All issues must be handled via work request. This is needed to provide a record of when the issue occurred and when it was resolved. It also provides documentation for our maintenance manager to know what needs to be fixed. A blank work request has been attached for your convenience.

There are 3 ways to submit a work request form:

1. Mail or drop off form at:

**Platinum Properties
c/o Crown Investors
802-A West Broad St.
Dunn, NC 28334**

2. Call (910) 808-1314 and state the following:

- a. Name of Tenant and address**
- b. State the problem**

3. Work orders may be filled out on our “new” website. Please allow 24 hr response to your requests.

Please understand that our maintenance is being out sourced, consequently, the repairs may not be done immediately unless it is an emergency. The request has to be scheduled with the maintenance manager. Once the repair has been scheduled, the tenant will be notified of the date and time that the repair will be made. In case of an emergency, please call the following phone numbers:

(910) 808-1314 or (910) 897-1919

Trash

For trash pick-up, set out trash can night before trash pick-up day. Please put your trash cans on side of or back of unit and not left at the curb after pick-up. If you are not using trash pick-up, you must have trash in an enclosed trash can and not on the ground.

Unfortunately, we have had a bad experience with a tenant not disposing of trash in a timely manner. Specifically, previous tenants at 843 left multiple trash bags out on the ground for weeks. It attracted roaches and mice. They spread to inside the house. It took over 4 months, hundreds of dollars, and professional spraying to get rid of them.

Trash attracts mice, roaches, raccoons, etc...not to mention it is unsanitary and smells. Please keep trash picked up in the yard. Any trash left in trash can for over a week will be fined \$50.00 per incident....this will be monitored by on-site maintenance personnel weekly.

Smokers please do not dispose of cigarette butts in the yard...if grounds keeper picks up your cigarette butts during lawn maintenance you will be fined \$50.00 per incident.

Lawn/Driveway

Please continue to use gravel driveway for parking and not on the grass. Parking on the lawn kills the grass. Bear with us on the dandelion infestation...within the next 3 weeks we will be spraying for the problem so that the current lawn grass can grow better.

Quarterly Maintenance

We are implementing a new maintenance program for your benefit. Maintenance inspections will be done on a quarterly basis. The tenant will be notified ahead of time to schedule a convenient time to allow the maintenance manager access to perform the inspection. Inspections will include air filter cleaning and/or replacing, refrigerator coil cleaning, smoke alarm testing, pest control, identifying any work repair.

Grease/Oil Fires

We have had a tenant experience a grease/oil fire. Thank God it didn't burn the house down. Most grease/oil fires can be prevented. Never leave your range while cooking on the stovetop.

Do you know what to do if you experience one?

First of all, NEVER throw water on the fire. This will only spread the fire and make it worse. It will also superheat the water and spread the fire outwards and upwards. Also, never pick up the pot, pan or skillet and run with it.

Turn off the heat and simply put a lid over the fire to smother it. However, if you don't have a lid, get a towel, wet it with water, ring it out, and then place it over the fire. Please go to http://www.dailymotion.com/video/xby8hp_how-to-put-out-a-kitchen-fire-greas_school to see a live demonstration.

Dog Waste

Pet owners, our maintenance manager has notified us that some of you are not picking up your dog feces. I realize that this may be a burden, but please take a minute and see it from the maintenance manager's point of view. When landscaping is done (lawn mower and weed eater) the potential of either stepping in it or running over it is extremely high. Either way it's really bad. When running over it with a lawn mower or weed eater it flies everywhere really producing a big mess. Please be courteous and pick up after your dog(s). We have sent out many warnings, but will be forced to start fining to implement this policy. REMINDER: a fine of \$50.00 will be billed accordingly in violation of this policy.

Crime Prevention

First of all, I would like to personally say what a great bunch of tenants we have. I would like to make a suggestion for the neighborhood. It would be a good idea to institute a “neighborhood watch”. I’m not talking about getting into everyone’s business but more of watch out for unfamiliar cars and people in the neighborhood. Turlington Lane is a private street. No one should come down that road unless they either live there, visiting, delivering or looking for a place to rent.

Just watch out for strangers who pull up to a house that the tenant is not there. When leaving for a weekend or a day, ask your neighbor to keep there eyes on your place while you are gone. If you like your neighbor enough, give them your cell phone number so they can call you if something is happening at your place.

Any suspicious or criminal activity should be reported to the sheriff.

These are just suggestions, but I live in a neighborhood watch area. When I go out of town my neighbors watch my place. If I lived in your neighborhood, I would want the same. Ultimately, it is up to you all.

Thank you for your time and may God richly bless you.