



C & B Property Specialists, LLC

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Dear Tenants,

Spring is here and there are some things that you need to do to maintain the property. Please take the time to read the following items listed and be sure to take care of whatever applies to the property you are renting. Any doubts, call us!!!

- Turn on the outside water – check for possible leaks resulting in pipes that may have frozen and burst during the winter.
- Mow and bag grass. Trim shrubs as needed.
- If you have an outside basement stairwell it is most important that leaves and debris be kept clear of the drain. Also please clean leaves and debris from all window wells.
- Hopefully by now you have had a chance to check your air-conditioner. Remember: Filters must be changed every two months! **BE SURE TO KEEP LEAVES, IVY, AND DEBRIS CLEAR OF OUTDOOR COMPRESSOR.**
- Check the battery in your smoke detectors – **THIS IS A MUST!** Every property must have smoke detectors in operating condition so if you have any concerns please call us immediately!
- **PAY ATTENTION TO POSSIBLE INCLEMENT WEATHER SUCH AS SEVERE THUNDERSTORMS OR HURRICANE WARNINGS.** Keep storm windows closed during severe storms. Secure loose outside objects such as trash cans, patio/deck furniture, etc. If there is a sump pump, please check to be sure it is running properly. Check gutters during a hard rain storm. If they are overflowing please contact us immediately.

If you are not sure what items pertain to the property you are renting, please feel free to contact us.

Thank you for your cooperation.

Shannon Chandler
Property Manager