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EGILESN, LLC & ENOC, LLP

Resident News

ADDRESSING THE NEEDS OF RESIDENTS WHILE PLANTING THE SEEDS FOR A SAFE & PROSPEROUS COMMUNITY.

Egilesn, LLC & ENOC, LLP's mission is to give its best to its customers in prompt and professional manner. Our business is based on providing rental property and parking space for lease in the Old Goucher Neighborhood and surrounding areas. In order to make our neighborhoods better we have to invest in them. We do not only invest in this community, we live here as well!

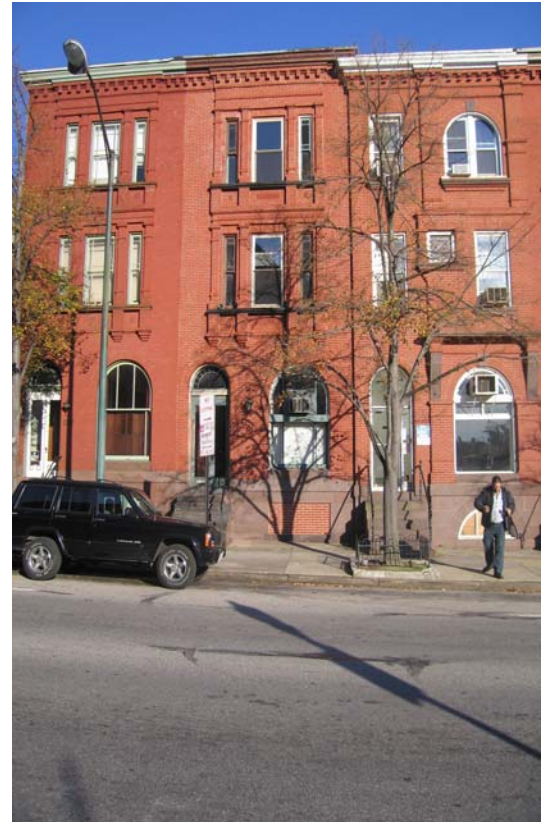
WELCOME TO EGILESN, LLC & ENOC, LLP PROPERTIES!

WELCOME HOME!

Thank you for choosing one of our residential properties as your home. We hope our relationship is one of mutual respect and open communication, and that you become involved to improve your new community. We are proud of our properties and promise to provide you with the best residential management service possible.

To maintain the satisfaction of all our tenants, we believe that it is important to establish a number of general policies. With your comfort and safety in mind, these policies will assist our efforts to create a healthy and productive living environment for everyone in our community.

Emanuel Nixon, CEO
EGILESN, LLC
ENOC, LLP



OFFICE HOURS

EGILESN, LLC & ENOC, LLP's office is located at 2205 Saint Paul Street, 1st Floor Front. The office is open by appointment only Monday through Friday, from 6 p.m. to 8 p.m. We are closed on Saturdays, Sundays and Holidays. For an appointment with the Landlord during office hours, please call 443-324-0817. For **EMERGENCY REPAIRS** call **410-831-1000**, available 24 hours a day, 7 days a week.



POLICIES TO HELP YOU GET THE MOST OF YOUR RENTAL

MONTHLY RENT

Rent is due by midnight the 1st of every month. Rent is considered late if not paid by noon on the fifth day of the month. A 5% penalty fee will be assessed for late rent payment. Cash is NOT accepted; make payments using a check or money order payable to EGILEN, LLC or ENOC, LLP (see your lease). Payments need to be deposited in the drop box attached to the front of the building at 2205 Saint Paul St, or can be mailed to: Rental Office, 2205 Saint Paul St, Office, Baltimore, Maryland 21218. To discuss rent payment issues please contact the Landlord at 443-324-0817.

KEYS

Two sets of keys are provided to each unit. Each set has a separate key to open your entrance door(s), your mailbox, and the building entrance. Extra keys will be provided upon written request and a deposit of \$10 per key. Charges for lost keys will be made at the rate of \$5 per key. There shall be no alterations or replacement of locks without prior written consent of the Landlord. The Landlord must retain a master pass key for all leased spaces to be used in case of an emergency.

IMPORTANT #s

Maintenance Issues: **410-831-1000**
Landlord: **443-324-0817**

PARKING

There is free on-street parking or you can lease a locked parking space at the Hargrove Alley Parking Lot. For more information, please call **410-831-1000**.

WINDOWS

Interior and Exterior window cleaning is the responsibility of the Tenant. Please close all windows and doors when you are away from the apartment to avoid burglaries or possible damage from storms, rain or other elements. Tenants shall be responsible for all damage resulting from failure to secure the unit.

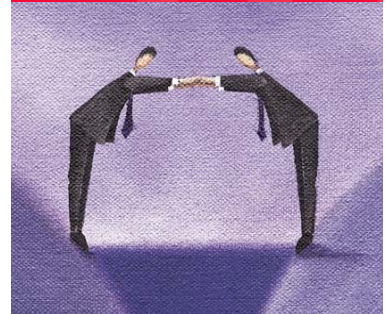
SMOKING

Some of our rental units are smoke-free. Smoking is not permitted in the hallways or laundry rooms (if available).

TRASH

Please be aware that trash can not be placed outside of trash cans in the back of the building until the night before trash pick-up. Boxes need to be broken down and placed in plastic trash bags. Please let us know if the trash containers are full calling **443-831-1000**. If your trash is found outside of the trash cans on non-collection days, you could be fined \$50 to \$500 dollars.

IMPORTANT INFO TO REMEMBER



TRASH PICK-UP

Wednesday & Saturday Mornings.
Trash needs to be placed on the back of the building on Tuesday & Friday evenings.

RENT PAYMENT

Deposit Check or Money Order in the Drop Box at 2205 St. Paul St. by Midnight the 1st of the Month.
Cash is Not Accepted.

LATE RENT PENALTY

Rent is considered late if not paid by noon the 5th of the month. Late Rent Penalty is 5% of rent.

BETWEEN 11 PM & 8 AM CONSIDER YOUR NEIGHBOR

NO noises that can be heard beyond the walls of your apartment:
NO loud music or TV
NO door banging
NO vacuuming or moving furniture

WEBSITE

You can also find us in the web at:
www.egilesnllc.com

