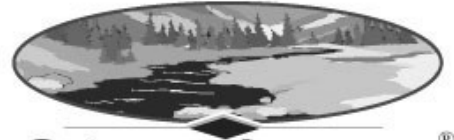


TROUT MEADOWS®



MONTANA CRESTVIEW



RIVER ROCK APARTMENTS®

Summer Newsletter

May 2019—September 2019

Important Dates

May:

1st: Rent Due
6th: Late Fees Posted
27: Memorial Day-Office Closed

June:

1st: Rent Due
6th: Late Fees Posted

July:

1st: Rent Due
4th: Independence Day-Office Closed
6th: Late Fees Posted

August:

1st: Rent Due
6th: Late Fees Posted

September:

1st: Rent Due
2nd: Labor Day-Office Closed
6th: Late Fees Posted

Important Notices

- Visit our **NEWLY UPGRADED** websites to find informational sheets and corresponding request forms for any inquiry.
Montana Crestview Apartments: www.missoulaapartments.biz
River Rock Apartments: www.riverrockapts.com
Trout Meadows Apartments: www.bozemanapartments.biz
- **Satellite dishes** are required to be mounted on poles in only approved locations if there is not line of sight from the balcony. If your dish is not properly mounted the cables will be cut and the dish will be removed by maintenance with no exceptions. Please schedule your dish to be mounted properly. Ensure that the provider contacts the office to get locations approved prior to mounting the dish.
- **Balcony Storage:** The only items that should be on your back balcony are outdoor furniture, outdoor decorations and potted plants. All other personal property may no be stored on balconies. Tenant found to be in violation of this notice will receive a written warning, if items are not removed, a violation will be issued to the tenant. Items are never permitted on the front , common walk ways.
- **WE REQUIRE ALL CORRESPONDENCE TO BE IN WRITTEN FORM.** Any and all concerns, inquiries, complaints are required to be submitted to us via email or by written note submitted to the drop box.

Office Hours

Monday-Friday 8:00 AM-4:00 PM

Contact Information

Montana Crestview/ River Rock Apartments:
EMAIL: kbare@montnacrestview.com
WEBSITE: missoulaapartments.biz, riverrockapts.com

Trout Meadows Apartments:
EMAIL: TMLeasing@montnacrestview.com
WEBSITE: bozemanapartments.biz

Please note:

- ◆ All after office hours **emergencies** work requests should be brought to the attention of the Resident Manager:
Montana Crestview PH: (406)214-2986
Trout Meadows PH: (406)589-7836
- ◆ Light bulb and smoke detector battery replacement is a tenant responsibility, please plan accordingly.
- ◆ Run exhaust fan in the bathroom during and after your shower, for as long as an hour in order to prevent condensation and moisture damage.
- ◆ Use the exhaust fan above your stove when cooking.

Friendly Reminders

Online Tenant Portals

have been implemented providing conveniences when **signing agreements, paying rent and submitting work orders!** If you do not have your account set up, make sure the office has a correct email address. THERE IS NO NEED FOR IN OFFICE APPOINTMENTS as all agreements can be signed by eSignature!

Rent Payment

We do not accept personal checks. You're able to pay rent through your online tenant portal by either credit or debit card (convenience fees apply) or by eCheck (free.) Otherwise, you may submit cashier's check or money order to the rent drop box.

Quiet Hours

are between 10:00p.m. and 7:00a.m.

Parking

If there are any unauthorized vehicles on the property, they will be towed at the owner's expense and responsible for actual costs associated. In addition, inoperable vehicles will be towed which includes but is not limited to, flat tires, expired registration, or vehicles sitting in the same spot for more than 10 days. Recreational vehicles and trailers are **NOT** permitted to be parked on site. Please utilize street parking for these vehicles.

Animals

No animal sitting is allowed at any time. Cats and/or dogs are allowed in all buildings with references and owner approval. Please do not bring, keep, or maintain any animal on the premises except animals listed on your animal addendum. For those who have an animal **please do not tether your animal outside on the premises on patios** or leave leashes laying in yard area as this is a rental agreement violation. If we see a leash or a tether, we will dispose of it. Animals must be under direct supervision at all times. Leashes are required at all times in the situation it's necessary to restrain.

Exercise Facility & Hot Tub

Pool/Spa Hours: 10AM-10PM

Gym Hours: 5AM-10PM

Please observe the posted warnings and rules. No smoking, alcohol, food, or glass containers are allowed around pool and spa areas. No unsupervised children are permitted in the area. **Please cover the hot tub when you leave. If you are found to be in violation of the posted warnings or house rules your access card may be confiscated. All guests and additional occupants must be accompanied by tenants.**

Named Tenant/Occupant

The premises shall not be occupied by **ANY** persons other than those named as Tenants or Additional Occupants on the lease agreement. **NO** substitutions of Tenants or Occupants may occur without written notice and prior management approval. Subletting is not permitted.

Trash/Waste Disposal

It is pertinent that all trash (including cigarette butts and pet waste) is disposed of properly. This includes but is not limited to: placing trash on common walkways, on back balconies, in common areas and grounds, at garages and in the pet waste baskets (these are for pet waste only, not bags of trash). The first offense will result in a warning letter, any additional offenses will result in a rental agreement violation, billed for actual cost associated.

Helpful Tips

• Adding Tenants

Want to have a friend move in? Submit a request form with their application to add them to your rental agreement as an additional occupant or lease holder.

• Adopting an Animal

If you are interested in adopting a new animal submit a request form with vet records and a photo. We are more than happy to assist you and answer any questions about our animal policy. **Please note, all animals require management approval prior to bringing them on the premises.**

• Questions?

For your convenience, you are able to submit questions, comments, and maintenance request through your online tenant portal. Again, the online portal is where all agreements will be signed so make sure your account has been activated!

In case of after hour noise complaint please contact the non-emergency police line.

Missoula non-emergency: (406)552-6300

Bozeman non-emergency: (406)582-2000



**EQUAL HOUSING
OPPORTUNITY**

Application Policy and Non-Discrimination Policy

Once the applicant has submitted a complete application, the process will take anywhere from 24 to 72 hours depending on how quickly we can obtain third party information including but not limited to your Rental History.

Anyone over the age of 18 years is required to fill out their own application.

\$40.00 fee per application.

Copy of Photo Identification required.

Copy of ALL sources of Income required.

If you have animals, must provide vet records which state age, type, breed, weight, & up-to-date vaccination records of the animal.

Qualifying Factors:

Income

Credit Report

Criminal/Violent/Sexual Offender

Rental History References/Home ownership

Personal References

Montana Crestview welcomes all applicants and supports Fair Housing. Montana Crestview does not discriminate against a person because of marital status, sex, sexual orientation, gender identity, race, creed, religion, age, familial status, color, national origin, physically or mentally challenged persons.