

Property: 3672 Georgia Street, San Diego, CA 92103

Dear Tenant,

Welcome to the neighborhood. The following is information to help you settle into your new home.

**Services:**

San Diego Gas & Electric Company: 1-800-411-7343 (your unit is electric only).

*You should contact San Diego Gas & Electric to have utilities placed into your name. It is customary to have service placed into your name within 3-days of occupancy.*

**Management Team:** Your on-site contact for emergencies and maintenance is Dan Wilkinson, residing in unit C-3. He can be reached at (619) 347-3739. For general maintenance requests, please use the forms provided in the laundry room.

**Rent collection:** Rent is due and payable on the first day of each month. Please place your rent check or money order in an envelope and deposit into the laundry room mail slot. Please note your unit number on your payment.

**Trash Container:** The combo is: 2728

**Locking doors:** Most exterior doors and gates to the property will automatically lock behind you, please have your keys at all times to avoid being accidentally locked out.

**Paper Work:** Please complete the “move-in inspection report” within (6) six days and return to Park Place Garden Apartments via the laundry mail slot.

**Garage access:** your garage door code or remote will be provided.

**Web-Site:** Please visit our web-site for newsletters, FAQ’s and contact information.

[WWW.parkplacegardenapartments.com](http://WWW.parkplacegardenapartments.com)

Simon Dang & Dan Wilkinson

Park Place Garden Apartments

Management Team

