

# WELCOME GUIDE

1090A LEROY STEVENS RD  
DUPLEX APARTMENT

We look forward to hosting your upcoming stay in Mobile, Alabama! If you need anything during your stay, please contact us. Here is some useful information for your arrival.

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## EMERGENCY NUMBERS

**Emergencies:** 9-1-1  
**Mobile Police Dept:** Non-Emergency 251.208.7211

## CONTACT INFORMATION

**Landlord:** Heather Lohse  
**Business Phone:** 251.298.7892  
**Email:** [TravelProHousingMobile@gmail.com](mailto:TravelProHousingMobile@gmail.com)

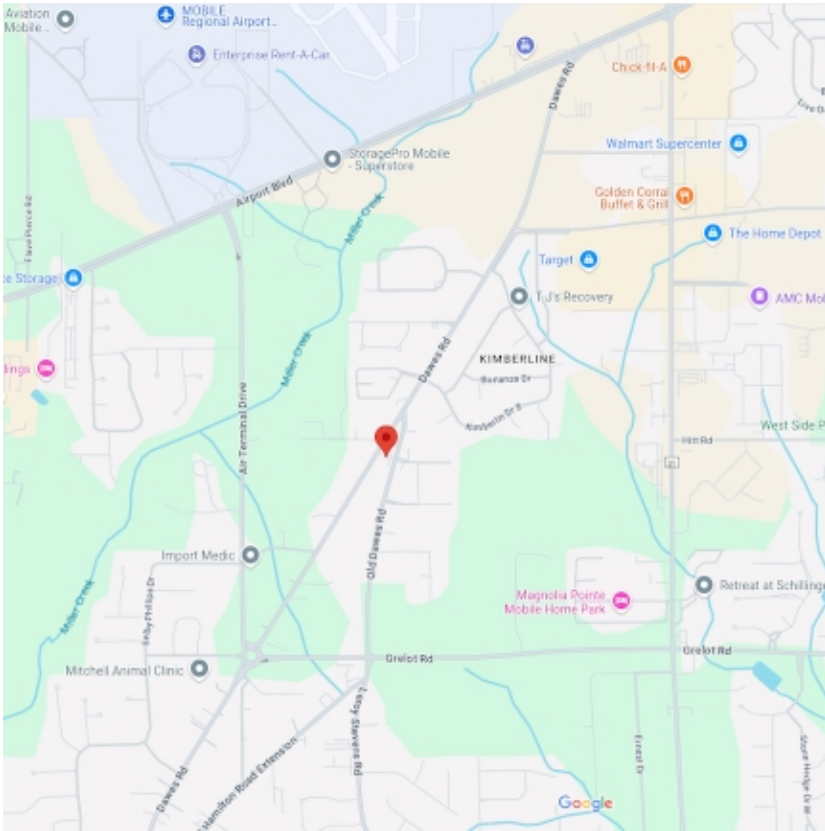
## NO SMOKING, VAPING, OR SIMILAR DEVICE / PRODUCT

No smoking, vaping, or use of any other similar device / product, or items that burn (candles / incense / etc.) inside the Premises or the immediate areas surrounding the Premises. This provision extending to areas within 5 feet of the exterior or overhangs of any building or structure on the Property. This is to prevent residue and odors from collecting on and damaging the exterior portions of the Premises.

**Violations of this policy will be charged a \$500 penalty fee.**

# ARRIVING ON PROPERTY AND PARKING

1090A Leroy Stevens Road, Mobile, AL 36695  
Duplex Apartment



Our property consists of two buildings (1070 and 1090) that share a large, asphalt parking lot at the front of the buildings.

The main parking lot entrance is on Leroy Stevens Rd (the map lists it as “Old Dawes Rd), directly across the street from Brandy Ln North.

Building 1090 is the smaller of the two buildings, immediately to the left when you first pull into the main parking lot. 1090A is the duplex on the right side of the building.

## 1090A PARKING:

1090A Guests may park outside your side entry (kitchen) door.

Two spaces directly in front of the chain link fence. Please leave enough space between your bumper and the gate for our lawn crew to access the backyard with a riding mower.



# ELECTRONIC DOOR LOCKS

Your code will be scheduled to activate at your designated check-in date & time. Your code will expire at your designated check-out date & time. Here are some tips about how to use the locks:

1. You only have to enter your 6-digit code. Ensure you see the little light blinks with each digit pressed. This means the lock has registered each number you have pressed. No need to press any other buttons. The lock should open within a second or two. (The locking mechanism is very quiet.)
2. If you accidentally enter the wrong code, simply wait a few seconds for the lock to reset, then try again.
3. If you enter the code wrong 3-times, you might need to contact us to reset the lock.
4. To lock the door from the outside, simply press the “lock” button.

**TECHNICAL PROBLEMS WITH A LOCK?** If the lock sounds like it is struggling to lock or unlock, verify the door is closed and latched at the door knob. If it continues to sound like it is struggling, or you experience any other issues, or error-alarm, contact us for the lock to be serviced.

## WIFI ACCESS

<b>Network Name:</b>	1090
<b>Password:</b>	Hello1090

## RIGHT OF ACCESS

Landlord or Landlord’s Agent will coordinate with Tenant / Guest for the following:

- Landlord maintains locked supply closets inside the unit. On rare occasions, access may be needed during your stay.
- Monthly HVAC servicing.
- Non-routine servicing of equipment.
- Extended-Stay Deep Cleanings: The housekeeper will deep clean the bathroom, vacuum and mop floors, dust, and replenish provided supplies.

Landlord or Landlord's agent may enter the dwelling unit without consent of Tenant in case of emergency.

## **GARBAGE SCHEDULE**

***Guests are responsible for ensuring their garbage is placed in the outside garbage cans for garbage day.***

- Monday night is garbage night. The truck comes very early on Tuesday morning.
- There are five (5) garbage cans for all 5 units. They are located between the two buildings along the south side wall of 1070.
- You may use ANY can (regardless of identifier unit numbers on the cans), but please ensure a can is *completely full* before starting on another can. This helps limit how many cans have to be taken to the street. Do not overfill a garbage can so that the lid will not close; utilize a new can.
- Do NOT place trash, garbage, rubbish or refuse outside of any building or within the common areas except in the designated garbage cans at the designated garbage can area.

\* BAG YOUR GARBAGE: Always place garbage inside of a bag before placing it in the garbage can. This keeps cans clean and prevents a breeding ground for pests and stinky odors.

## **SEPTIC TANK CONSIDERATIONS**

- Both buildings are on a septic tank.
- Please do not flush any products other than toilet paper into the septic system.
- Scrape plates before washing.
- Grease collector contains are available and can be requested.

**THANK YOU for helping us keep our septic system happy!**

## **APPLIANCE / EQUIPMENT MANUALS**

Any available user manuals for appliances / equipment have been placed in the bottom kitchen drawer in the 4-drawer lower cabinet.

## **SECURITY CAMERA SYSTEM**

- The property is equipped with EXTERIOR ONLY security cameras.
- Tampering with the system will NOT be tolerated and is grounds for immediate termination of your stay.

## **STARTER AMENITIES**

We provide starter amenities to help you get settled in for your stay:

- shampoo
- conditioner
- bar soap
- toilet paper
- Laundry Pods
- Dishwasher Machine Tablets
- Paper Towels
- Garbage Bags

## **REPLENISHED SUPPLIES**

We provide refills for the following items. Need more? Send us a message.

- Liquid Dish Soap (refill container under kitchen sink)
- Bathroom Foaming Hand Soap (refill container under either the kitchen or bathroom sink)
- Cleaning Tools / Supplies
- Cleaning Products

## **LAUNDRY GUIDE FOR SUPPLIED LINENS**

When washing supplied bed, bath, and kitchen linens, do not wash them with personal clothing and follow the Laundry Guide hanging in the Laundry Room. This Guide provides the manufacturer recommendations for proper care. If you have any questions, please contact me.

Do not remove and wash mattress and pillow protectors. These items must be laundered in a very specific way. You may request an exchange of these items and we will take care of washing them. THANK YOU!

## CHECKING OUT

A.	We appreciate some guests wanting to help by washing linens. However, to ensure fresh linens for new guests, we wash all linens at checkout.
B.	Please start any dirty dishes in the dishwasher. This is a huge "time-help" in preparing for our next check-in.
C.	Please dispose of any personal items you wish to discard.  - If you have unopened dry goods, you may leave them for the "Community Cabinet" to share with future guests.
D.	Please place all garbage in a bag and take it out to the garbage can.
E.	To protect your personal accounts, please delete personal logins for any online accounts you used on the TV.
F.	Please ensure all windows are closed and locked. Shut all blinds/ shades/ curtains.
G.	Please ensure all lights are turned off. EXCEPTION: light switches for security / motion lights are labeled "Always On".
H.	Secure and lock front and rear doors.
I.	After doing your final check for personal belongings and have locked up, contact me and we will take care of the rest.

***This guide is an abbreviated reference. Refer to your lease for more specifics.***

***Welcome to your Home-Away-From-Home!***