



314 3<sup>rd</sup> Street South  
Lethbridge, Alberta, T1J 1Y9

Business Office &  
Emergency Maintenance  
**(403) 329-0556**  
(24-hour answering service)

Lethbridge Housing Business Office will be  
Closed for the Holidays:

*Spring*

Friday, March 25<sup>th</sup>, 2016 (Good Friday)  
Monday, March 28<sup>th</sup>, 2016 (Easter Monday)  
Monday, May 23<sup>rd</sup>, 2016 (Victoria Day)



## Watch Bulletin Boards for CALENDARS of events and programs



Contact Community Workers for information on **Activities**.

Referrals to and/or assistance from other agencies...emotional supports...stop smoking programs...help with personal issues or concerns;



**Community Workers: Candice Fisher or Marcie Frederickson  
at (403) 320-5981 or (403) 394-9658**



**For questions or concerns about your Tenancy or  
Emergency Maintenance Requests, call (403) 329-0556  
( 24 Hour Emergency Service )**



**Spring Maintenance Inspections** have been conducted at Hi-Rises.  
*We appreciate Tenants taking pride in their homes,  
and if there are any other maintenance concerns please contact us.*



**Drains** are for water only! Putting grease of any sort down kitchen, bathroom or bathtub drains causes problems.  
(This can be traced back to your unit for repair costs.)



Remember that **smoke detectors** must be operational at all times.  
Call the Business Office if you are having problems with yours.



**Tax Season!** REMEMBER to keep a copy of your **2015 T1 General** and/or **2015 Notice of Assessment** for your Annual Lease Review. If you have not yet completed your taxes, call Nord-Bridge Seniors Center at (403)329-3222 to see if you qualify to have them done for free!

**Please provide your Annual Lease Review information when requested.**



All Annual Lease Review information must be returned to our Business Office in a timely fashion. **Failing to provide this information as requested may result in estimating your next years Lease Rent at a maximum.** If you require a review of your LHA rent because your household income has changed, PLEASE provide your income records to our Business Office as soon as they are available, (Including the Alberta Health Benefit, if you receive it.) This will help to avoid delays at the Front Desk.



If you notice **bugs** of any sort in your apartment, **please report the situation immediately** to onsite Maintenance Personnel or our Business Office before you take any other actions. Our Website has Tenant Info for Pest Control links; see [www.lethbridgehousing.ca](http://www.lethbridgehousing.ca)

Please notify us when you will be **away for an extended period of time.**

Properties Managed by Lethbridge Housing  
Are **NON-SMOKING**



***Thank you for using the outside designated smoking areas.***



The fee for **airconditioner** electrical use is \$60 **per season**. No monthly rates. If you intend to have an **airconditioner**, please complete the pink Air Conditioner Form and return it to our Business Office or onsite Maintenance Personnel.

**REGULAR BUSINESS OFFICE HOURS**  
**8:30 AM – 12:00 NOON**  
**1:00 PM – 4:00 PM**  
**MONDAY to FRIDAY**

[www.lethbridgehousing.ca](http://www.lethbridgehousing.ca)