

Lethbridge Housing

A U T H O R I T Y

NEW CASTLE APARTMENTS NEWSLETTER**THE BUSINESS OFFICE WILL BE CLOSED****Monday, July 3rd 2017(Canada Day)****Monday, August 7th 2017 (Heritage Day)****Monday, September 4th 2017 (Labor Day)**314 3rd Street South

Lethbridge, AB

T1J 1Y9

Business Office & Emergency Maintenance

(403) 329-0556

(24-hr answering service)



RENT IS DUE ON OR BEFORE THE FIRST OF THE MONTH
If you are unable to pay please contact the Business Office to
Make payment arrangements



If you require Assistance with Referrals to other Agencies,
 Help with Personal Issues or Concerns,
 Contact Heather.

She is available 11-3, Monday to Friday, at the
 Front Desk of the Old Building.



Parking in the Castle Apartments is available at a cost of \$25 per month, and is for paying tenants only. Parking Stalls are ASSIGNED, so please only park in your designated stall.

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. If you are getting any bites or are unsure of what you are searching for, please call (403)329-0556 for more information.

Please do not remove the infested furniture - it is much easier for our Pest Control Specialist to check the furniture out, and we can guarantee the safe removal from the building.

**Alley Shopping and Dumpster Diving**

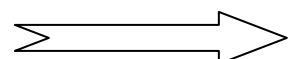
PLEASE - at any time DO NOT gather up household items from the back alleys or out of any dumpster.

There are no guarantees that any of these items are free from insects (I.E. BEDBUGS) or any other type of critters.

**All rentals managed by LHA and L&RCHC - including
 Castle Apartments**

ARE NON-SMOKING UNITS

**Smoking Inside Units is considered a Breach of Lease and
 could jeopardize your Tenancy**





**Please be courteous to your neighbors.
Turn your TV/Radio/Computer's Volume Down!**

Noise Complaints are accepted at any time of day.



FOR GENERAL MAINTENANCE REQUESTS, CALL THE BUSINESS OFFICE AT (403) 329-0556 (24-hour answering service).

New pet policy for New Castle only! Please see attached information



Summer is here! If you are using an Air Conditioner for your suite here's what you need to know:

Window Mounted AC Units are not allowed. Make sure you are getting a floor model with a hose to the window. If you have any questions, ask the On-Site Maintenance Worker - Al Thurlow

Cost to run an AC Unit is \$60 for the Season, due by July 1st at the Business Office. If you have any questions, please contact Kayla Moon (403)329-0556.



Smoke detectors must be FUNCTIONING AT ALL TIMES.

If yours makes noises or is going off when it shouldn't, please contact the Business Office to have it checked @ (403)329-0556.



Starting July 5th the Downtown Lethbridge Farmer's Market opens for the Summer!

Check them out for some fresh food and home baked goods, '

The markets run from 10AM until 3PM and is located on 6th Street South by Galt Gardens.



If you have any concerns regarding your Tenancy at Castle, please contact DeAnna English at the Business Office.

Concerns that are in writing can be addressed more easily.

When in doubt, call (403)329-0556, there is someone available to take your call 24 hours per day 7 days per week @ this number.

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