

**Lethbridge Housing**

A U T H O R I T Y

## CASTLE APARTMENTS NEWSLETTER

**THE BUSINESS OFFICE WILL BE CLOSED**

**Wednesday July 1<sup>st</sup> 2020 (Canada Day)**  
**Monday, August 3rd 2020 (Heritage Day)**  
**Monday, September 7th, 2020 (Labor Day)**

314 3<sup>rd</sup> Street South

Lethbridge, AB

T1J 1Y9

Business Office &amp; Emergency Maintenance

(403) 329-0556

(24-hr answering service)



Lethbridge & Region Community Housing Corporation would like to inform you that we have a new Maintenance personnel for the Castle apartments

**Mr. Kevin Yee**

Please remember if you have any maintenance issues to call the office day or night, as there is a 24/7 answering service .



dreamstime.com

**FULL RENT IS DUE ON OR BEFORE THE 1<sup>ST</sup> OF THE MONTH. IT CAN NOW**

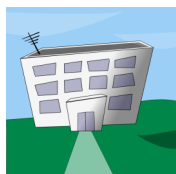
**BE PAID BY E-TRANSFER.**

**SEND TO: lha-ar@shaw.ca**



*For referrals to and/or assistance from other agencies, emotional supports, help with personal issues or concerns, please contact*

**Community Worker: Jeannette Alblas @ (403) 308-2609**



For questions or concerns about your TENANCY or MAINTENANCE REQUEST: Please call the Business Office (403) 329-0556 (24- hour answering service)

If you notice **bugs** of any sort in your apartment, please report the situation immediately to 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.

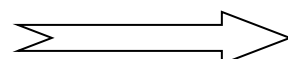
There are no guarantees that any of these items are free from insects (I.E. BEDBUGS) or any other type of critters.



**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.**



**Going away for a while?**

Contact **the Business Office** to advise the name and phone number of the person who will be watching your home and picking up your mail.

It is a good time to check your Tenant Insurance Policy.



**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.**



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.

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 DeAnna English (403)329-0556 extension 137



**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.**



Downtown Lethbridge Farmer's Market has not announced if they will be open yet for the Summer due to COVID-19.

We will post in the lobby if and when they open.



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**