

GAFFEY APARTMENTS RULES
237 SCOTT COURT
IOWA CITY, IOWA 52245

2315 Rochester Ave Apt 104
Iowa City, IA 52245

OFFICE 319-358-0111 OR MARTY'S CELL 319-936-1217

1. All tenants must have renters insurance.
2. Installation or application of wall hung shelves, wallpaper, paint, brackets, ceiling hooks, extra locks, or marring the walls, woodwork, or doors is **NOT** allowed.
3. Do **NOT** use counter tops for cutting food. Use a cutting board!
4. Malfunctions of plumbing or other mechanical devices must be reported to Marty Gaffey at 358-0111 **immediately**. Light bulbs and smoke detector batteries are the tenant's responsibility and must remain with the apartment upon departure. Repairs due to tenant neglect will be billed back to tenant, and other repairs deemed as ordinary wear and tear by Marty Gaffey will not be.
5. All tenant's personal belongings should be kept in their unit.
6. Garbage disposals are for small food particles only. Grease, bones or other foreign materials should be put in garbage bags and disposed of in the dumpster or regular collection area.
7. Toilet paper is the only thing that should be put in the toilet commode. Plugged toilets due to other items will be billed to the tenants. Tubs and shower stalls should be cleaned regularly with a non-abrasive cleaner. **NEVER** use steel wool or scrapers.
8. Loud stereo, television, or other such conduct depriving your neighbors of their peaceful enjoyment of the property is **NOT** allowed.
9. Open parking is limited to tenant owned vehicles in the assigned areas or the vehicle may towed at the vehicle owner's expense. Parking spots are for **TENANT ONLY**. Only use parking spaces assigned to apartment
10. All garbage is to be placed inside plastic bags, tied shut, and placed in the garbage collection area (dumpster, etc.). All boxes are to be broken down and taken to City Carton to recycle. Large furniture items are to be removed by tenant. If removed by landlord, cost of removal will be deducted from your deposit.
11. **ABSOLUTELY NO** smoking, live Christmas trees, alcohol burners, kerosene heaters, space heaters, water humidifiers, or any type of open flame or candles.
12. If the lease is broken before full term, **YOUR DEPOSIT WILL BE FORFEITED**. Death or terminal illnesses are the only things that will allow breaking of your lease. If the lease is broken for any other reason, then the tenant will be responsible for the rent payments through the end of the lease period.
13. Sublets granted by approval **ONLY**, and will forfeit deposit.
14. Absolutely **NO** garage sales allowed!
15. **NO** satellite dishes are allowed.
16. Absolutely **NO PETS OF ANY KIND**; Dogs, Cats, Etc. with the exception of a service animal.
17. Stove, refrigerator, air conditioner, curtains/blinds are provided. They should be cleaned and in same condition upon departure.

18. Carpets are to be **PROFESSIONALLY** cleaned upon departure, and a receipt **MUST** be obtained or it will be taken out of your deposit.
19. Water leaks need to be reported within 24 hours or tenant is responsible for water bill.
20. Windows need to be closed during winter months or tenant will be charged \$25.00 on each occurrence.
21. All rent checks should be made out to: Marty Gaffey.
22. If you're late with rent three times in a row you will be evicted.

****AT ANY TIME IF YOU ARE IN DOUBT OR HAVE QUESTIONS ABOUT SOMETHING, CALL FIRST!!****

Tenant acknowledges receipt, acceptance and a clear understanding of these rules, and recognizes that new rules may be forthcoming, and agrees to accept these changes when made.

Dated this _____ day of _____, _____.



Tenant Signature

4/15/11

Date

Social Security Number

Tenant Signature

Date

Social Security Number

Property Address

Date

Landlord Signature

*****Make checks payable to: MARTY GAFFEY*****

Utility Phone Numbers:

Iowa City:

Water	Iowa City Water Dept.	(319) 356-5066
Cable	Mediacom Cable	(800) 332-0245
Gas & Electric	Mid-American Energy	(800) 292-1836
Telephone	Qwest Communications	(800) 244-1111

Coralville:

Water	Coralville Water Dept.	(319) 248-1715
Cable	Mediacom Cable	(800) 332-0245
Gas & Electric	Mid-American Energy	(800) 292-1836
Telephone	Qwest Communications	(800) 244-1111

North Liberty:

Water	N. Liberty Water Dept.	(319) 626-5719
Cable	Mediacom Cable	(800) 332-0245
Gas	Mid-American Energy	(800) 292-1836
Electric	Linn County REC	(800) 332-5420
Telephone	Qwest Communications	(800) 244-1111

GAFFEY APARTMENTS

237 Scott Court, Iowa City, Iowa 52245
319-358-0111

To: All Tenants

From: Marty Gaffey

******NO LONGER ACCEPT CASH FOR RENT PAYMENTS NEEDS TO BE CHECK OR MONEY ORDER ONLY******

Garage and Storage id due the first of each month, after the third day there will be a \$25.00 late fee.

Late Fee Schedule:

If we receive your rent by:

You will owe:

First day of the Month	Basic Rent
2 nd day of the Month	Basic Rent
3 rd day of the Month	Basic Rent
4 th day of the Month	Rent plus \$50.00 (late fees)
5 th day of the Month	Rent plus \$60.00 (late fees)
6 th day of the Month	Rent plus \$70.00 (late fees)
7 th day of the Month	Rent plus \$80.00 (late fees)
8 th day of the Month	Rent plus \$90.00 (late fees)
9 th day of the Month	Rent plus \$100.00 (late fees)
10 th day of the Month	Rent plus \$110.00 (late fees)
11 th day of the Month	EVICTON

We regret having to implement these new policies however; there are some TENANTS that have taken advantage of our previous Late Fee charges.

If you have any questions, please do not hesitate to call me at (319)358-0111 or (319)936-1217



Tenant Signature

Tenant Signature