

# MOVE-IN DAY - KEY PICK-UP - SUNDAY, MAY 4, after 1pm



retrieve your keys from the container at the  
top of the steps outside our office door  
**@70 B N. COURT ST. (above 'Stephens')**

**L'HEUREUX PROPERTIES**  
70B North Court St. Athens, OH 45701  
(740)592-5036 or Fax: 592-5415

**MITCHELL & L'HEUREUX GENESIS III**  
Office Hours, Monday-Friday 11:00 a.m. TO 5:30 p.m.  
**LHXPROP.COM DEBBIE@LHXPROP.COM**

## MOVE-IN INFORMATION

**UTILITIES:** become tenant's responsibility on SUNDAY, MAY 4, 2025. (If any utilities are included in your rent, it's marked "PAID") In April call Columbia Gas and/or AEP to set up service to begin May 4, you'll only be billed from that date forward.

*Please remember, any and all utility bills that arrive at our office, still in the landlord's name after May 4 results in a \$10-per-bill penalty to tenants.*

- **GAS: Columbia Gas** 1-800-344-4077. A security deposit is required.  
<http://columbiagasohio.com> Gas appliances in your residence are . . .

(CIRCLED) furnace hot water tank range none

- **ELECTRIC:** 1-800-672-2231 - **AEP**. A security deposit is required.  
<https://www.aepohio.com/> Your residence heats with (CIRCLED) gas electric

- **WATER / TRASH:** No service sign-up or deposit is required. If you are responsible for water / trash, we have arranged to have the bill mailed directly to you, will be addressed to "Current Tenants." You are obliged to make the payment monthly, directly to the City. Water service cannot be shut-off by tenant.

If you live uptown - deposit your bagged garbage at any of the uptown dumpsters (AHRC) at any time. Uptown occupants, both residential and commercial, share uptown dumpsters. The Central Sites on that end of Court St are behind the Hangover Easy (back corner of the lot) Behind Luckys, behind Stephens, down the alley behind Tony's Bar (only the two against the building) and at the Armory. Each site does have recycling.

All other locations - you will be informed of trash day and provided further instructions in personalized move-in packet.

- **TV CABLE / INTERNET:** <https://www.spectrum.com/?cmp=TWC>
- **ATHENS CITY WEBSITE:** <http://www.ci.athens.oh.us/>

## MAINTENANCE

- **GENERAL MAINTENANCE:** To report problem, call our office at 740-592-5036 or email

**[FIXIT@LHXPROP.COM](mailto:FIXIT@LHXPROP.COM)**

**Maintenance crew is on duty 8am-4pm M-F.** Problems reported late in the day, after hours, or on weekends will not be addressed until the next business day. After hours or on the weekend you can call 740-592-5036 to leave a message; include name, address, cell number, plus a description of your concern.

A DRIPPING FAUCET OR RUNNING COMMODOE SHOULD BE REPORTED PROMPTLY

- **EMERGENCY MAINTENANCE REQUESTS:** report them by calling during business hours, 11am-5:30 pm, Monday- Friday, 740-592-5036. Call during office hours, **DON'T EMAIL**, emergency maintenance!

CHECK-IN FORMS: as per your lease agreement, forms will only be accepted as documentation of condition at move-in, until May 20.

## EMAIL ADDRESSES

**Debbie Allen, Administrative Assistant, [DEBBIE@LHXPROP.COM](mailto:DEBBIE@LHXPROP.COM)**  
**Kelly Bachus, Accounts Manager / Parking, [ATHENS@LHXPROP.COM](mailto:ATHENS@LHXPROP.COM)**  
**David L'Heureux, Facilities Management, [DAVID@LHXPROP.COM](mailto:DAVID@LHXPROP.COM)**