



Gillespie Senior Residences, L.P

# Neighbors



## FROM THE DIRECTOR'S DESK

# AUGUST

- \* Rents are payable on the 1st day of each month. If rent is not paid by the 5th, you will be charged a \$50.00 late fee. Pay your rent at the United Community Bank in Gillespie & make the checks payable to Gillespie Senior Residences. Always get a receipt for proof of payment.
- \* Tenants are to maintain the exterior and interior of their home in a safe and sanitary condition. Tenant shall notify the Macoupin County Housing Authority promptly of required repairs to the unit and of unsafe conditions in the areas surrounding the unit.
- \* Please do not throw corn or birdseed out on the sidewalks. This is causing a tripping hazard for others.
- \* When you receive paperwork from the Housing Authority, please hold on to it. All paperwork contains important information, such as dates things are due, rent amounts, etc. By keeping the paperwork you'll know when, where and how much and will not have to call the housing office for that information.

**Stay Safe and Healthy!**

***Dionne Wyatt, CEO***

### Home Delivered Meals

Seniors can call ahead to make arrangements for our Home Delivered Meals Program. This program delivers meals to those who are unable to attend one of the meal sites. Must be 60 years of age and be homebound.

**Call 217-839-1399 for service in your area.**



**Address:**

**P.O. Box 303**

**760 Anderson St.**

**Carlinville, 62626**

**(217) 854-5393**

**Fax: (217) 854-8749**

**Office Hours:**

**Monday & Tuesday**

**8 a.m.-4:30 p.m.**

**CLOSED WEDNESDAY**

**Thursday & Friday**

**8 a.m.-4:30 p.m.**

**EMERGENCY**

**NUMBER:**

**(217) 827-2100**

**EMERGENCIES**

**INCLUDE:**

- ◆ Gas leaks
- ◆ Broken water pipes
- ◆ Exposed electrical wires
- ◆ No heat (if the outside temperature is 45-degrees or lower)
- ◆ Sewer line stoppage (not drain line)- this includes a clogged toilet
- ◆ CO/Smoke detector beeping or chirping

Also fire, flood, or anything that threatens life, safety or property damage.

## **PREVENTATIVE MAINTENANCE & HOUSING QUALITY STANDARD INSPECTIONS**

***There are no scheduled inspections for August.***

Please make sure your unit is up to the Housekeeping Policy standards at all times.

\*Q&A (Quality Assurance) inspections may take place on work orders and inspections anywhere from 3-5 days after the inspection/work order happened.

**SMOKE FREE.** These homes are smoke free therefore smoking is not allowed inside the homes for any reason, this includes the attached garage.

When you move be sure to take all your property with you. MHS will not be responsible for articles left on the premises. Any articles left become the property of the Authority and will be disposed of.

No painting (interior or exterior), border trim, or remodeling of dwelling unit is allowed.

### **POST YOUR PET'S ID**

All Pet Identification cards must be posted in the front door window of apartments. This lets housing staff know that a pet has been approved and may be inside the unit. In this case staff will be careful to close the door so the pet doesn't get outside. If there is no ID in the window, staff will assume the pet has not been approved and the resident could face reprimand from the office.

If a Pet ID has become faded or is lost, the resident should call the Housing Office so staff can take a new picture and issue a new card.

Only an approved cat or dog is allowed in Gillespie Senior Residences.

### **Overnight Guests**

When reporting overnight guests, please give the person's name, address, the date they arrived, or will arrive, and the date they'll be leaving. Please give your name and address as well.

All overnight guests must be reported to the office. There is a limit per overnight guest of 14 nights in a 12 month period.

To add someone to your lease, request an application from the office. The person you are adding must be APPROVED before he or she may live in the unit.



**Macoupin County Public Transportation**

**112 S. Macoupin St. Gillespie, IL 62033**

**Call 217-839-4132 to reserve your seat**