
2017 Move-Out Letter

Hendley Properties would like to take this opportunity to thank you for being a resident. As a courtesy, we are sending out this letter as a reminder of your impending move out, and to help clarify any questions you may have about the move out procedures. Please make sure you follow the list of instructions provided.

Move-Out is July 15th at Noon

- You must move-out on time.
 - You will be responsible for having your unit keys turned in by **noon on July 15th, 2017**.
 - We are unable to allow anyone to extend their lease or move-out date. The only residents allowed to holdover in their apartment are those who are transferring to another Hendley Properties residence.
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Condition of the Unit

- If you have painted your unit custom colors, please make sure that you have gone over the walls with a primer coat that is the same color as the original wall paint. If walls cannot be painted in one coat, an additional charge will be added for the second coat of paint. You will have one of two colors in your unit: Bleeker Beige or Kilm Beige. Please contact Sherwin Williams for paint: (912) 764-2841.
- Please remove all furniture, personal effects and trash from the unit. Any substantial clean-up will result in additional charges being added at move-out. Hendley Properties has ordered dumpsters for Planter's Row, Hawthorne, and Greenbriar so that you can use them to dispose of all unwanted items and furniture. Don't forget to cleanout the fridge!

Your Account with Hendley Properties

Make sure that you are leaving with a \$0 balance. Any charges that are left over will be turned over to a collection company and a 40% charge will be added for collection fees.

Your Mail

Hendley Properties is unable to hold, forward or reroute mail. It is the responsibility of the tenant to change their address with senders and have the post office forward their mail. Visit www.usps.com to change your address online.

www.hendleyproperties.com



Contact Information

☎ (912) 681-1166 *Greenbriar*
☎ (912) 681-1170 *Planter's Row*
☎ (912) 871-6116
✉ bryan@hendleyproperties.com
🌐 www.hendleyproperties.com
🏠 21 Greenbriar Apts.
Statesboro, GA 30458

Utilities

It is the tenant's responsibility to disconnect utilities and return all cable or satellite boxes.

Georgia Power (electricity for all properties): 1-888-660-5890

City of Statesboro (water for all properties except Planter's Row): (912) 764-5468

Chatham Water (water for Planter's Row): (912) 352-9339

Northland Cable (cable and internet): (912) 489-8715

Check the *Resources* page of our website for more helpful links!

Management

Property Manager: Bryan Davis
Accounts Manager: April Powell
Planter's Row Manager: Holly Wolfe

Page 1 of 1