

June / July 2007

The Worth Ross Tenant Newsletter Service

Your Worth Ross & Associates Team!

Contact Us: (214) 522-9100

Worth Ross

Broker/Owner, Ext. 202
worth@worthross.com

Kevin Curran

Property Mgr., Ext. 212
kevin@worthross.com

Oliver Roberts

Property Mgr., Ext. 207
oliver@worthross.com

Chris Vogel

Property Mgr., Ext. 215
chris@worthross.com

Melissa Zacha

Property Mgr., Ext. 216
melissa@worthross.com

Jere Becker

Property Mgr., Ext. 214
jere@worthross.com

Pete Webb

Property Mgr., Ext. 218
pete@worthross.com

Steve Smith

Property Mgr., Ext. 219
steve@worthross.com

Jayne Morin

Accounting, Ext. 205
jayne@worthross.com

Ping Liu, CPA

Accounting, Ext. 211
ping@worthross.com

Lynn Biggerstaff

Work Order Supervisor, Ext. 209
lynn@worthross.com

worthross.com

**DON'T FORGET -
It's Important to
Report Your Maintenance!**

IT'S TIME FOR SUMMER MAINTENANCE

Summer is here and with the warmer weather, it is time to think about maintenance for your residence. It does not take long for neglected maintenance to produce a poor appearance or bring out maintenance problems.

Here are some tips for to maintain your residence:

- Clean your windows, window tracks, and doors both inside and out.
- Report maintenance needed for locks, windows, and doors for your safety.
- Clean up winter debris - dead leaves, animal droppings, trash, or any other items that are unsightly, on the outside of your residence.
- Keep shrubs trimmed to clear walkways/driveways and to prevent accidents.
- Report any problems with trees roots immediately to us so that we can assist you.
- Weed flowerbeds and trim lawns.
- If your rental contract indicates you are not responsible for gardening, it is still important to report any lack of maintenance to your property manager as soon as possible.
- Watch gutters for clogging, overflow, and poor drainage. If you need assistance, notify us.

- If water accumulates, and will not drain, notify us immediately.
- Check irrigation/sprinkler controls if you have them and set for warmer weather.
- If you have difficulty with your sprinkler/irrigation system, contact us for assistance.
- Avoid letting water accumulate in pots or containers - this can lead to problems with pests, such as ants and mosquitoes.
- Do not leave pet food sit outside to prevent unwanted pests or animals.
- Clean your garbage can, and at all times, keep the lid secure to also avoid unwanted pests, animals, or odors.
- Store your garbage receptacle properly.
- Dispose of *any* toxic waste, such as motor oil, batteries, computers, properly. Do not put toxic waste in garbage receptacles.
- Turn on your air-conditioner to check for working operation and notify us if you need service.

Keeping your home clean and orderly, inside and out, is important. This helps maintain a good rental history and enhances your comfort.

If you have any concerns or maintenance questions, please contact us - we are here to help you. 🏠



**Worth Ross
Management Co. Inc.**
4145 Travis St., #204
Dallas, TX 75204
(800) 522-9119
(214) 522-9100
Fax: (214) 528-6889
worth@worthross.com
worthross.com

Report Your Maintenance On The Internet!

Did You Know?

Did you know that you could report your maintenance on our updated Web Site? It's easy, just go to www.worthross.com and choose Resident Information, and then, Maintenance Form. Just fill in each item, tabbing from one to another, and send. We will send a confirmation e-mail to you.

Know Someone Who is Looking for a Home?

Do you know a homeowner who would like to rent out their home? Refer them to us and we will reward you. We just need a name and telephone number of the person you are referring, or simply have them mention your name when they call us. Call, fax, or send us an e-mail to earn your reward today.



4145 Travis St., #204
Dallas, TX 75204

worthross.com

Important Fire Prevention Reminders

Hot weather also increases fire danger and here are some important reminders to do to protect your family.

- Check your smoke detector regularly and if it does not work, replace the battery. If it still does not work, report it to your property manager immediately.
- Do not at any time, disconnect your smoke detector.
- As a preventative measure, keep all debris cleaned up outside and do not store items against the residence.
- It is crucial to keep landscape watered all year round. Dry bushes and grasses are fires waiting to happen.
- Keep grasses mowed and trimmed wherever possible to avoid areas that could kindle easily and keep debris picked up. It is particularly important to keep grasses trimmed around the residence.
- Never store gasoline near a possible ignition source and never smoke when handling gasoline; store gasoline in proper containers approved by the local or state fire authorities.
- Only start a lawnmower several feet from the residence and away from any area that could possibly ignite, such as dry grass.
- Never leave the following unattended when using them: candles, barbecue grill, fireplace, irons, high intensity lights, stoves, washers, dryers, dishwashers, and other kitchen appliances.