

Dear Parents & Guarantors,

Welcome to Legacy Realty & Property Management for the 2018- 2019 year! This letter is to touch base with all of the parents of our incoming tenants and to give you a few “Need to Know’s” upon your children moving into our property.

- Your son or daughter is the legal tenant in the unit. We welcome your calls and questions but maintenance requests, parking spot changes, etc are the responsibility of the tenants.
- **Payments** – Please read the *Pay Online* flyer provided in your son/daughter’s move in packet explaining your options to make fast and easy payments online.

If you choose not to pay online please make sure your checks are made payable to: Legacy Realty & Property Management, LLC., and sent to 612 West College Avenue, State College, PA 16801 with a postmark date on or before the 5th of each month. If your child is responsible for sending payments - the rent is due on the 1st of every month – it is your child’s responsibility to remember to pay the rent. We do not send them reminders. In the memo line of the checks, be sure to put the tenant’s name and unit. *Example: Jane Doe, Orlando #2 OR Jane Doe, Orlando Parking #2.*

- If you haven’t read your child’s lease already, please read it now! They received a copy of it but you can also go to our website – www.legacystatecollege.com - and review the standard version we use with all of our tenants. We want you to be aware of their obligations and the penalties for NOT following our guidelines.
- It is a JOINT & SEVERAL LEASE – your child and their roommates are viewed by us as one rental unit. All charges and fines are assessed to the unit.
- **Reminders** – we send out 5 day and 10 day late notices when there is an outstanding balance on any rental account. Even if your child paid, you can view the unit status by logging into the rental account to see what is outstanding.
- **Contact Information** – please make sure we have current emails and phone numbers for you. As a guarantor for the property in which your child resides, you receive important information via email exactly like they do.
- **Parking** – If you have spent 5 minutes in State College you know that parking is in high demand and monitored heavily. Our property parking lots are patrolled 24 hours a day, 7 days a week. Don’t take chances! A Legacy monthly parking pass is approximately \$70.00/month and a

Remember. . . .

- We have onsite security guards for home PSU football games and big event weekends
- If you are visiting for the weekend – get a temporary parking pass
- Kids coming home for the break? Don’t turn off heat or unplug the refrigerator
- Leases are legal documents
- Talk to us – the more we know the better we are able to help!



towing fee is approximately \$130.00 along with a \$20.00 fine from State College Borough.