



**NOW, IS THE TIME TO GIVE THANKS....**

November is known as the month for thanks, which is why we are taking advantage of this opportunity to thank you, our valued residents. While we always appreciate our residents, at this time of year, we especially wish to express our gratitude and appreciation for choosing our apartment community as your home. We also hope you and yours have a wonderful Thanksgiving Holiday!

**THANKSGIVING HOLIDAY OFFICE SCHEDULE**

In order for the employees of your apartment community to spend Thanksgiving Day with their loved ones and friends, the rental office in your apartment community will be closed on Thursday, November 22, 2018.

**ENJOYING THE THANKSGIVING HOLIDAY WEEKEND OUT OF TOWN?**

If you are planning to be out town for the Thanksgiving Holiday weekend, please notify the rental office. If the temperatures drop below freezing, someone will need to enter into your apartment to turn on the heat to prevent the pipes from freezing. Otherwise, when the pipes thaw, they will burst and flood your apartment and the neighbor's apartment too.

**WILL YOU BE THE THANKSGIVING CHEF THIS YEAR?**

If you are cooking the all-important turkey for this year's Thanksgiving feast, now is the time to check to ensure your stove and oven are working perfectly. If your oven or stove is not up to cooking the "big bird", please notify the rental office so a service request may be written to correct this issue.

Also, remember never pour turkey grease or any cooking grease down the kitchen sink or any other drains. This will clog the drain and possible your neighbors' drains, too. Instead, wait until the grease cools and then pour the grease into an empty tin can or milk carton. Then, it should be disposed of in the trash.

**NOVEMBER IS NATIONAL CHILD SAFETY PROTECTION MONTH!**

Help prevent accidents in your home by implementing these proper safety measures and child proofing suggestions. These tips will make your apartment home even safer for our youngest residents.

**In the Kitchen:** Write down emergency contact information and post it on the refrigerator. Make sure everyone, who lives in your apartment, and childcare providers have these names and phone numbers. Post an emergency escape plan on your kitchen refrigerator.

Post a list of children's allergies either, food or to medicines on the kitchen refrigerator. Turn pan and pot handles toward the back of the stove out of the reach of small children.

Teach children to stay away from the stove, oven and fireplace. Move anything that can burn, such as dish towels, at least three feet away from the stove.

Post the Poison Control Hotline number next to your phone or on your refrigerator. Make it a habit to use safety straps on high chairs.

Put down hot food and especially hot drinks, before picking up a small child or when carrying a baby.

**In the Bathroom:** Keep medicine in its original containers and kept out of the reach of small children. Check your child's bath water temperature (use your wrist or elbow) to make sure it is not too hot. The hot water should always be 120 degrees or less.

Always drain bath water immediately after bathing little ones. Keep the toilet lid shut to prevent little fingers from getting slammed by a falling lid.

**In the Bedroom:** Turn off space heaters before going to bed, or better yet never use them. Put your infant to sleep on his or her back.

Remove any stuffed animals, soft bedding and pillows from your baby's crib. Make it a habit to use the safety straps on the changing tables.

Install corner and edge bumpers. Remove all plastic bags from your baby's nursery and children's rooms.

If young children live in or visit your home, move furniture, especially baby cribs, away from the windows to prevent children from climbing up to look out and accidentally falling out.

**In the Apartment in General:**

Test the smoke alarm in your apartment home and replace the battery as needed.

Designate an outside meeting place for everyone living in your apartment home, in case of a fire or natural disaster. For example: Meet by the sign at the entrance to the apartment community or meet at the rental office.

Practice "Stop, Drop and Roll" with your children, in case of a fire.

Store cleaners and other poisons in a cupboard or closet out of children's reach and away from food. If you have young children, use cabinet locks on cabinets which have poisons, such as antifreeze, cleaners, detergents, etc.

Use safety covers on unused electrical outlets. Test small toys for choking hazards.... if it fits in a toilet paper roll, it is too small to be around small children.

Put up safety gates for stairs and doors which often remain open to patios, etc.

Install corner and edge bumpers.

Pick up any small items, such as coins, staples, paper clips or buttons, which can be choking hazards for infants and toddlers.

Tie up window covering cords out of a small child's reach.

Look around your home from a small child's perspective-looking for potential dangers to correct.

Relax a little now knowing your little loved ones are better off thanks to your efforts to make your home safer. But, remember child proofing one's home can never be 100% effective. Therefore, children still need to be supervised at all times.

**Live Where You Work and Work Where You Live!**

If you are seeking employment, consider joining our team! Save yourself a time consuming and expensive work commute by contacting your Apartment Community Manager, today! We love to hire our residents! Or, if you know of someone in search of employment, refer the person to your Apartment Community Manager or to visit our website at [DoblerManagement.com](http://DoblerManagement.com). Once your referral is hired, you will refer \$200.00 check for your referral!

**APARTMENT COMMUNITY OF THE MONTH**



*Now Leasing!*

**VISTA TERRACE**

Take a Tour at:  
320 N TACOMA AVE | TACOMA, WA  
Email us at: [vistaterrace@dmcimail.com](mailto:vistaterrace@dmcimail.com)  
Visit us on the web at: Vista Terrace  
(Tacoma, WA Rental)

Welcome to Vista Terrace Apartments, the latest Dobler Management Company Property located in the Historic Stadium District!

Each magnificent, condo-styled apartment home features stunning views of Commencement Bay, Stadium High School and the City of Tacoma from each patio or balcony, washer and dryer in every apartment home, stainless steel kitchen appliances and granite countertops, 1 and 3/4 baths, walk-in closets and

built-in vanity area in larger bedroom, designer finishes and accents, such as: upgraded lighting fixtures and an abundance of closet and cabinet space. The building has a rooftop resident community deck with a BBQ area and breath-taking, panoramic views. Off-street covered parking is also available. Ask about additional storage, courtyard patios and the luxurious, tiled, jacuzzi,whirlpool bathtubs in select floorplans.

## IMPORTANT DATES IN NOVEMBER, 2018

**Nov 1st** - Rent is Due  
**Nov 1st** - Day of the Dead and All Saints Day  
**Nov 1st-3rd** - Resident Appreciation Days  
**Nov 3rd** - Last Day to Pay Rent and Avoid a Late Charge  
**Nov 4th** - Late Charges Are Now Due  
**Nov 4th** - Daylight Savings  
**Nov 6th** - Election Day and World Freedom Day  
**Nov 11th** - Veterans' Day  
**Nov 13th** - World Kindness Day  
**Nov 14th** - World Diabetes Day  
**Nov 15** - America Recycles Day  
**Nov 22nd** - Thanksgiving Day  
**Nov 23rd** - Black Friday  
**Nov 23rd** - International Day for Elimination of Violence Against Women  
**Nov 24th** - Support Small, Local Businesses Day  
**Nov 30th** - Resident Appreciation Day for Those Paying Rent Early

**Week Two of November is**

**National Hunger Awareness Week**

**Week Four of November is Family Week**

**November is Alzheimer's Awareness, National Child Safety Protection and American Diabetes Month**

## RENT IS DUE ON THE FIRST.....

Rent is due on the **FIRST** of the month. There is a three day grace period. Rent is considered late after the **THIRD** of the month. Late Charges take effect on the **FOURTH** day of the month. If you are unable to pay your rent in full by the **FIRST** of the month, contact the Apartment Community Manager, before the **FIRST** of the month when rent is already due.

## Smoke Free Reminder

Just a reminder the apartment communities managed by Dobler Management Company, Inc are smoke free. Depending on your apartment community, the Smoke Free policy will be one of these levels: Gold: No smoking on the entire property.

Silver: No smoking in any buildings including apartments and twenty-five (25) feet from building entrances. Bronze: No smoking in the apartment and common areas, although smoking may be allowed on patios and balconies.

These policies improve air quality and reduce everyone's exposure to secondhand smoke.

## DAYLIGHT SAVINGS TIME IS NOV 4TH THIS YEAR.

This is an excellent day to change the battery in your Smoke & Carbon Monoxide Detector. If you need assistance with this, please contact the rental office so a service request may be created. Although there will be a charge for the battery, we are happy to provide this maintenance service for those of our valued residents unable to perform this task themselves. This is also a good time to dust and clean the heaters in your apartment home, before you start using them.

## PROTECT YOURSELF AND YOUR VEHICLE

Theft from a vehicle, or vehicle prowling, is a crime of opportunity. Don't give anyone the opportunity to make you a victim. Here are three easy, common sense ways to protect yourself:

- Always try to park in safe, well-lit, fully visible areas.
- Remove, or hide from view, anything a thief may find attractive in your vehicle. Do this before you arrive at your parking spot, if possible.
- Shut all car windows and doors (including your sunroof if you have one), lock your car, and take your keys.

## YOUR RESIDENT REFERRAL IS WORTH \$350.00!

Our Residents are important to us! This is one of the reasons we prefer to spend advertising dollars for your Apartment Community with you, our valued residents. We do this by paying you \$350 for each new resident you refer to your Apartment Community Manager or team member.

Did you know about this special opportunity is available to all of our Residents? It never changes and is available to all our residents. Plus, unlike a one-time move-in special, the \$350 Resident Referral is available throughout your residency. Also, did you also know there is no limit to the number of times you may receive the \$350 Resident Referral?

In addition, did you also know this same \$350 Resident Referral is also available for a new resident sent to any Dobler Management Company Apartment Community? Yes, it's true! You will still receive \$350, even if your referral rents in another one of our many South Puget Sound area Apartment Communities. To ensure you receive your referral money, be sure the person you are referring puts your name on the Guest Card when she or he first tours. This \$350 Resident Referral is just one more way we have to show you, our residents, how much we value and appreciate you and your business!

**HELP YOUR FRIENDS, FAMILY, & CO-WORKERS IN THEIR APARTMENT SEARCH. TELL THEM TO VISIT OUR WEBSITE, [www.DOBLERMANAGEMENT.COM](http://www.DOBLERMANAGEMENT.COM) TODAY!**

## WHEN TEMPERATURES FALL...

As temperatures start to fall, be careful when leaving or returning to your apartment, especially in the early morning and late at night. Use caution when driving, parking and walking. Black ice, the invisible sheen of ice which can occur on sidewalks, parking lots and roads, is very hard to see. Be careful when getting in and out of vehicles, since there may be ice, especially black ice near vehicles. When walking on ice or snow, take short and flat steps. When there is snow or ice, do not wear tennis shoes or high heels. When going up and down stairwells, be sure you hold onto handrails. Use care, too, when getting mail from the mailbox and around the dumpster area when depositing trash into the dumpster. Also, if you warm up the motor of your vehicle before departing, stay with your vehicle when it is running. For everyone's safety and crime prevention, do not leave your vehicle running unattended, even for just a few minutes.

## DAYS ARE SHORTER & DARKER

As the days get shorter and there are more hours of darkness, we remind you to please slow down and to be even more careful driving into and throughout your apartment community. Please watch for other residents, especially our younger, smaller residents going to and coming from their school busses. Also, please watch for residents walking their dogs. Thank you in advance for being a good neighbor.

## AFTER OFFICE HOURS MAINTENANCE EMERGENCY PROCEDURES

If you have a maintenance emergency after the apartment community rental office is closed, call the rental office phone number. The voicemail message will instruct you to do one of the following:

- Either call the emergency phone number given or go to the rental office and call the emergency number posted outside the rental office door.
- When you dial the emergency number, enter your phone number including your area code and then push the # button. A team member will return your call.

The person who responds to your initial call will need to know the nature of the maintenance emergency, your full name, complete address including the apartment number and zip code and phone number including area code.

Not all maintenance issues are an emergency. A flood, property damage, loss of electricity and/or the stoppage of plumbing are all examples of maintenance emergencies. A dripping faucet, a pest problem, or being locked out of one's apartment is not considered a maintenance emergency.

For other emergencies, such as a fire or noise complaints, immediately dial 911 and report what you know. Then, call the rental office and leave a voicemail so the Apartment Community Manager will also have the same information, once the rental office opens.

## IF YOU MUST MOVE.....

- We certainly do not wish to see any of our valuable residents move. If you have a concern or unresolved issue, please either call or email your Apartment Community Manager or email [livehere@dmcimail.com](mailto:livehere@dmcimail.com). We encourage you to make your voice heard. You are a valued resident, and we appreciate the opportunity to hear your concern and correct the situation. Your satisfaction is important to us.
- However, if you must move, notify the Apartment Community Manager, as soon as possible. November 10, 2018 will be the last day to give proper, written Twenty Day Notice of Intent to Vacate required by Washington Residential Landlord/Tenant Act to move the end of this month. However, if you paid a Last Month's Rent, in order to avoid a Late Fee and a Three-Day Notice, your Notice of Intent to Vacate must be completed and submitted to the rental office by the third of the month. For your convenience, there is a Cleaning List at the bottom of the Twenty Day Notice of Intent to Vacate form. When disposing of trash or unwanted items, do not put them outside the trash container. In addition, do not put large objects, such as furniture, in the dumpster or trash compactor. Should a resident do either of these, the resident will be charged for the proper disposal of any trash or items left outside the dumpster. Instead, please notify the Apartment Community Manager so she may assist you with an alternative solution, such as having large items hauled off by an independent vendor at the resident's expense. To ensure your Security Deposit Refund Accounting arrives in a timely manner, include your forwarding address on your Notice of Intent to Vacate form, as well as confirming and assuring this information is written correctly when you turn in your keys. As a former resident, you will qualify for a \$250.00 Former Resident Referral for any friend, co-worker or relative you refer who chooses to rent from any Dobler Management Company Inc, managed apartment community. Also, should you need an apartment anywhere in the South Puget Sound area in the future, we hope you will think of our apartment communities.