

**Spring
2010**



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OLYMPUS PROPERTIES

Office Staff

Kathryn Yost—Leasing Manager

Julie Cook—Marketing

Tressy Silvers—Accountant

Sue Rall—Leasing Agent

Casey Grogan—Leasing Agent

Peter Sepanski—Admin. Assistant



Maintenance Staff

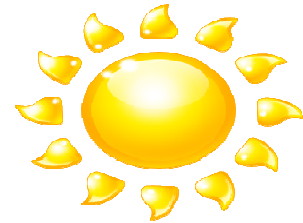
Brian Stroud—Supervisor

Dave Hacker—Technician

Jerree Richardson—Technician

Robin Harper—Technician

Steve Llewellyn—Technician



Spring Fever

We hope you have an excellent Spring Break! Now that warmer weather has arrived, it's time for spring cleaning. Have you been ignoring dust balls or that ring around the toilet? Whether you live alone or with roommates, we find cleaning your entire home now saves you time and money. If you plan to move this summer, you will be amazed at the time it takes to clean if you haven't been doing it throughout the year. Also, you will typically get more money back from your deposit if you leave your residence in excellent condition. See our cleaning tips on page 2.

Inside this issue:

Maintenance Tips	2
Cleaning Tips	2
Management Notes	3
Bonus Referrals	3



MAINTENANCE TIPS



AFTER-HOURS - EMERGENCY MAINTENANCE REQUESTS

(888) 343-0437

AIR CONDITIONERS

Spring is a good time to check your air conditioner to make sure it is cooling properly. Please test your A/C on a warm day and make sure it is blowing cool air. If not, please submit a maintenance request. If an A/C unit is frozen over or icy, please turn the unit off and submit a maintenance request. The unit must begin to unthaw before maintenance can be performed.

GRILLS

Warm weather is great for grilling and socializing outdoors, but please remember that grills are not allowed at our properties. Violations will result in a fee.

CLEANING TIPS

In most situations, the best way to clean is to use a bucket of **HOT**, soapy water and a good rag. Elbow grease (your own muscles) is the key. Proper cleaning takes a lot of time and hard work. Here is a list of cleaning supplies and preferred products to get the job done.

SUPPLIES: scrub brush, gloves, rags, toothbrush, bucket.

PRODUCTS:

- **Bar Keeper's Friend**—This small can of powder can be found in grocery stores and hardware stores. It is very versatile and can be used on most surfaces. The instructions for proper use are very clear. It can be used in kitchens and baths and for most surfaces including tubs, sinks, and toilet bowls.
- **Mild Dish Soap**—Dawn is good at cutting grease, but any dish soap is good for cleaning with hot water. Do not use a lot of soap. It is not necessary and is difficult to rinse.
- **Murphy's Oil Soap**—This is good to dilute in a bucket of hot water. Do not use too much. Good cleaning is a result of a good workout, not lots of chemicals. Use only on wood surfaces. Do not use on laminate floors!
- **Easy Off Oven Cleaner**—If you do not have a self-cleaning oven, purchasing a can of this might be worth while. Read the instructions and use carefully. Avoid getting it on the floor.
- **General Glass Cleaner**—This is good for windows, mirrors, switch plates, and spot cleaning on appliances or counters. You can mix your own glass cleaner by using white distilled vinegar and water.
- **Soft Scrub**—This is generally good for all bathroom surfaces.

MANAGEMENT NOTES

Our office is very busy leasing apartments for the 2010-2011 lease year. Please give us a call if you plan to stay with us another year! Finalizing your renewal will eliminate future showings and interruptions in your daily routine. We value you as a resident and look forward to having you for another year as part of our “Olympus family.” If you will be graduating and moving next year, we will do our best to give you a courtesy call the day before scheduled showings. We thank you in advance for your patience and understanding.

Call now and schedule repairs for damage in your apartment. You will receive a discounted rate for taking care of these projects early. Good examples are drywall damage, holes in doors, paint issues, broken blinds, broken refrigerator parts, and missing screens.

NEED EXTRA CASH?

Olympus Properties is offering a referral bonus to all current residents. To qualify, refer your friends to Olympus via email at leasing@olympusproperties.com or call us directly at 812-334-8200. If your friend(s) sign a one year lease, you can earn a bonus equal to 10% of the monthly rental installment up to \$200!

For example, if your friend(s) rent an apartment with a monthly rent installment of \$1200, you qualify for a referral bonus of \$120! The referral bonus will be paid after the lease has been signed and payment of any monies due. Remember, you have to let us know of your referral BEFORE your friend signs the lease.

Please call Olympus for more details or email leasing@olympusproperties.com



ICE CREAM ANYONE?

Be one of the first five residents to send an email with their favorite ice cream flavor to admin@olympusproperties.com and win a gift certificate from Hartzell's Ice Cream!