

Dear Residents,

Your new lease date is rapidly approaching! The following information you and your roommates will need to help make your next lease term an enjoyable experience as well as keep you up to date on renewal procedures.

KEYS FOR NON-RENEWING RESIDENTS: For any residents that are NOT on the renewing 2018-19 lease you MUST turn your fob key & building key into the Prime Student Housing office on/or before 8/17/18 no later by 3pm. If you fail to do so, there is a charge of \$70 that will be taken out of your security deposit refund.

KEYS FOR RENEWING RESIDENTS: Please know **that after 8/17/18 your current fob key will no longer work if you have not already renewed your key.** If you have not already updated your key fob, please stop by the Leasing office to update it (Monday- Friday) before August 1st between the hours of 9am- 5pm.

YOUR PARKING PASS FOR 2018 WILL EXPIRE ON FRIDAY, AUGUST 17th @ 3:00PM.
YOU WILL NEED TO BRING YOUR CURRENT PASS (OLD PASS) ALONG WITH IDENTIFICATION TO THE PRIME OFFICE TO RECEIVE YOUR NEW PARKING PASS.

You can come into the Prime Student Housing leasing office (721 S. Forest Ste 101) anytime between August 7th-August 31st 9am and 5pm to pick up your new parking pass for the 2018-19 lease term.

Payments: **Your account balance must be at a zero balance to pick up your parking pass.** If you have any questions concerning your account status, please contact Prime Student Housing at 734-761-8000, Mon. - Fri. (9 am - 5:00 pm).

Your new lease begins on **AUGUST 17th @ 3:01 PM.** Please be sure to stop by our office during the above-designated time to ensure your continued stay here with us at Prime is a pleasurable one.

Thank You,
Prime Student Housing

