

*Commonly asked questions at Elmwood Manor Apartments & Townhouses:*

**Q. What is the square footage of the apartments?**

- A. Studio: 600 square feet
- 1 bedroom: 700 square feet
- 2 bedroom: 900 square feet
- Two-story townhouse: 1,000 square feet
- Three-story townhouse: 1,500 square feet

**Q. What is included in the rent?**

- A. Wi-Fi, heat, hot water, refuse collection, maintenance on the apartment and buildings, and the upkeep of grounds including snow removal. Townhouses do NOT include heat & water.

**Q. How much is the electric each month?**

- A. In most cases, your RG&E bill should average between \$25 and \$45 per month. This, of course, depends on personal usage, size of apartment, and how many people occupy the apartment (townhouses average around \$125 for both gas and electric).

**Q. Are there laundry facilities?**

- A. Yes. We have coin-operated laundry machines located on the lower level of most buildings. Townhouses have laundry machines included within the unit.

**Q. How long is the lease term?**

- A. Our lease terms are for one (1) year. The only way to have a shorter lease is if we have a resident on the property who wants to sublet their apartment.

**Q. Who supplies window treatments?**

- A. Elmwood Manor provides horizontal blinds on every window.

**Q. Do you allow pets?**

- A. Yes! We allow cats only, with an additional security deposit of \$200.00 per cat, and an additional rent payment of \$25.00 per month per cat. We do not allow more than two (2) cats per household, and we need to have proof from a vet that they have been fixed.

**Q. Is there storage available?**

- A. Yes! Apartments include a storage room in the basement, and some of the townhouses have garages.

**Q. How much money is due at the time I turn in my application?**

- A. Your full security deposit is due at the time we receive your rental application. Your deposit will be the same amount as your rental rate. We will only accept a MONEY ORDER for this payment. Please be sure to look at the back of the rental application and read the "Deposit Agreement." Please do not combine any rent payment with the security deposit.

*Commonly asked questions at Elmwood Manor Apartments & Townhouses (cont'd):*

**Q. What are the income qualifications?**

A. Style	Monthly Rent	Minimum Income
Studio	\$775.00	\$ 29,063
1BR Lower	\$825.00	\$ 30,938
1BR Upper/Lower Reno	\$850.00	\$ 31,875
1BR Upper Reno	\$875.00	\$ 32,813
2BR Lower	\$945.00	\$ 35,438
2BR Upper	\$970.00	\$ 36,375
2-Story Townhouse	\$1,170.00	\$ 43,875
3-Story Townhouse	\$1,440.00	\$ 54,000

**Q. What if I don't meet the income requirement?**

A. We allow cosigners, as long as they live within the U.S. Your cosigner will have to meet our credit and income requirements (**proof of income is needed**).

**Q. What do you accept as proof of income?**

A. Your most current pay stub is the best form of proof. We also accept tax forms, letters on company letterhead, and job offer letters. Any letters from employers have to indicate start date, annual salary amount, supervisor's signature, and a supervisor's contact phone number.

**Q. What are your office hours?**

A. Monday - Saturday from 9am - 5pm  
 Sunday from 10am - 4pm  
 (Hours may vary according to season.)