

Dear Tenant:

We are entering the peak of the hurricane season for our area and of course coming up on the anniversary of Hurricane Katrina.

The building is the responsibility of management but not the contents. Should you have concerns, you should consider purchasing renters insurance. Just as expenses continue on the property during an evacuation so are you still responsible for the rent under the terms of the lease as long as your things remain on the property. Should the property be damaged to the point of no longer being viable and your possessions have been removed, the lease will be cancelled.

Rapid communication and prompt follow up is the key to maintaining the viability of your residence or business after a hurricane. We have secured priority re-entry documents with Jefferson Parish in order to service your property in a timely manner following an evacuation. You may check the website [www.condobus.net](http://www.condobus.net) during an evacuation for any special notices. Most libraries have computers accessible for public use. Note that Email can be more reliable than other forms of communications because it is not necessarily dependent on any particular communications provider. Please provide your email address if you have one.

Always keep your phone number and contact information up to date. If we cannot verify with you within 48-hours of loss of electricity that the refrigerator / freezer has been cleared and that no other health problems remain then we must enter in order to maintain health standards. It is policy that your landlord and site management retain working keys should entry be warranted in your absence. In the absence of a working key, locks will be destroyed to gain entry. Should you ever require the locks to be re-keyed you must request that we do that for you. Violations could result in cancellation of your lease and / or additional expenses to you for replacement of locksets.

My phone number is cellular based (Verizon) and was operational during and after hurricane Katrina. My email address, internet fax and the website are based out of state and fully operational during disasters. I can't keep track of "texts", send regular email instead. As covered in your lease, if you are behind on the rent and cannot be contacted your lease will be cancelled. Keep current with your rent !

Unless specifically directed otherwise, you need to mail your rent in the form of a check or money order to the address stated on your lease. Always make sure you landlord's name is filled out on the "pay to" line. Blank checks and money orders are the same as cash and can be stolen.

Enclosed are some "evacuation tips" you should review. ([www.datakik.com/Forms/EvacTips](http://www.datakik.com/Forms/EvacTips))

Good luck to us all this hurricane season.