

Tenant Network Spring 2017



WELCOME NEW TENANT

Please join us in welcoming our newest tenant, **The Wright Shoe Studios** at Coventry Commons Shopping Center in Canton, Michigan!

FREE PUBLIC EVENT!

Bring that pile of confidential papers to **American 1 Credit Union** and get it shredded. This free event to the public is just one way that American 1 is giving back to the community it serves.

American 1 Credit Unions Canton Shred Day, Saturday, May 12th, 10:00AM - 12:00PM at the Canton Branch 43443 Joy Rd., Canton MI 48187.



FREE TENANT ADS

Nelson Properties services many clients/tenants. You can promote your own Ad in the Tenant Network Newsletter for FREE! If you are interested in this FREE opportunity, please send your Ad to vpollard@nelsoncos.com. Ad space is limited and on a first come basis. If you do not have an Ad, we can create an ad for you based on your given copy and logo.



Sign up to receive the email version of the Tenant Network Newsletter for each member of your staff by clicking the link below!

[Sign Up - Tenant Network](#)

Lets support each other by networking!



You can now download & submit your sales report on our website! Per some of your lease agreement, you are required to submit your quarterly sale reports. All January, February & March 2017 monthly sale reports are due! If you have not submitted your sale reports yet, please fax or email them to our office as soon as possible.

[Click Here](#) to download the PDF form.

SEASONAL MAINTENANCE

Is it time to get a tune up to ensure your HVAC system is ready for the season? Per your lease tenants are required to make sure their HVAC systems are working properly and the filters are replaced. Please check to see if you are still covered under warranty in your lease. Be sure to provide us with a copy of your maintenance report to so that you are in compliance with your lease. Fax it to (248) 539-8974 or Email it to vpollard@nelsoncos.com. If you need HVAC services, please contact [Stuart Mechanical](#) at (248) 258-5800.



MONTHLY SALE REPORTS

Senior Vice President
Susie Wojtowicz, CPM®AMO®
P: (248)539-9020 ext. 315
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swojtowicz@nelsoncos.com

Director of Leasing
Victoria Pollard
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F: (248)539-8974
vpollard@nelsoncos.com

Maintenance Supervisor
Jim Cartier
C: (248)762-0318



Please mark your calendars and remember that your rent is due at the beginning of each month. Tenant's rent becomes late after the 10th of the month. If your rent is late, we will have to issue you a \$250.00 late fee!

Emergency Situations

**ALWAYS CALL 911 FOR ANY LIFE-THREATENING EMERGENCY.*

Natural Gas Emergency

Natural gas leaks are dangerous. It's important that you know how to recognize and report a gas emergency. Natural gas is odorless and colorless. A harmless substance is added to it so that it smells like rotten eggs, thereby making it easier to detect a natural gas leak.

What you should do if you smell or suspect a natural gas leak;

1. Leave the area at once. If inside, open doors and windows on the way out.
2. Go to an outside location where you can no longer smell natural gas.
3. Call the DTE natural gas leak hotline at: (800) 947-5000 to report the situation.



**Natural Gas
Emergency or Leak**
800.947.5000

Electrical Emergency

Extreme weather like high winds, heavy ice and severe storms can damage power lines or bring them down entirely.

If you suspect wire-damage or see a downed wire...
Call DTE immediately at (800) 477-4747 in all cases.



**DTE Energy
Customer Service**
800.477.4747

After Hours Emergency

Please call Jim Cartier at (248) 762-0318
or Susie Wojtowicz at (248) 660-6443



Please visit our website at www.nelsoncos.com to:

- Find available lease space at our other properties.
- Download another copy of this Tenant Network newsletter.
- Learn more about Nelson Properties Inc.



**NELSON PROPERTIES
INCORPORATED**



Phone: (248) 539-9020
Fax: (248) 539-8974
Email: info@nelsoncos.com

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Suite 307
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Visit Our Website at
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