



I & A PROPERTIES

When Home Comes First

Welcome Packet

Magnolia Heights
Wellford, SC 29385



9106 Warren H. Abernathy Hwy Spartanburg, SC 29301

I&A Properties Contact Information:

UTILITIES	Duke Power	(800) 777-9898
INTERNET	Charter Spectrum	(833) 267-6094
MAINTENANCE	Submit through your Tenant Portal Tommy	iandapropertiesllc.com/tenant-portal/ (864) 431-9133
Leasing	Angelina	(864) 308-6699 - via text or phone call iandaproperties2015@gmail.com
General Questions	Nadia	(864) 398- 2306 - via text or phone call info.ianda2015@gmail.com
General Questions Ukrainian/Russian Speaking	Svitlana	(864) 577-5390 - via text or phone call infodesk.iap@gmail.com
Accountant	Viola	(864) 381-8827 – via text or phone call iandaproperties.vd@gmail.com
Office Location: 9106 Warren H. Abernathy Hwy Spartanburg, SC 29301	Office Hours: Monday-Friday 10 a.m.-5 p.m.	An appointment MUST be made.
I & A PROPERTIES Courtesy Officer	Benjamin Rosenthal	(864) 381-1887 - via text or phone call

Friendly Reminders:

1. Please be sure to turn the power on in the unit on or before your move-in day.
2. If applicable, please pre-register your dog(s) with PooPrints DNA solution for dog waste here: <https://dnawpr.com/reg/b53yg9> Please reach out within 5 days of your move in date to make an appointment for a swab test for your pet. If no appointment is made you will be FINED.
3. Checklist is to be submitted to I & A Properties within 5 days of move in date and emailed to info.ianda2015@gmail.com and/or infodesk.iap@gmail.com. Any nonconformities found after the fifth day will be assumed to have been caused by the tenant
4. Checklist is to be submitted to I & A Properties within 5 days of move in date and emailed to iandaproperties.is@gmail.com. Any nonconformities found after the fifth day will be assumed to have been caused by the tenant.
5. A submission of the Property Checklist does not constitute as a maintenance request. Submit your maintenance request through your tenant portal.
6. Rent is due on the 1st of every month. If not received by 11:59 pm on the 5th day of each month, a \$100 fee will be applied. If still not received by 11:59 pm on the 10th an eviction notice will be posted.
7. You can conveniently pay online through your Tenant Portal
 - a. eCheck - Enter your routing and account number to pay rent directly from your checking or savings account. There is a \$2.49 transaction fee.
 - b. Credit Card - Charge your rent to your credit or debit card; earn points or pay over time. All card payments.
 - c. A convenience fee of \$20 will be charged for all non-online payments, including and not limited to cash, check, and money orders.
8. Miscellaneous maintenance, such as but not limited to: air filters, light bulbs, pest control etc. are the responsibility of the tenant. The owner is not responsible for handling minor issues.
9. If maintenance is dispatched for a false alarm, a \$50 fee will be charged.

Schools in the area:

- Wellford Academy of Science and Technology
- D. R. Hill Middle School
- James F. Byrnes High School