



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	iandapropertiesllc.com/tenant-portal/
Property Manager	Anna Oleksiyenko	(864) 308-6699 - via text or phone call iandaproperties2015@gmail.com
General Questions & Maintenance	Iryna Smal	(864) 256-5383 - via text or phone call iandaproperties.is@gmail.com
General Questions & In-Office Payments	Gina Moroz	(864) 577-5390 - via text or phone call info.ianda2015@gmail.com
Accountant	Viola Dimova	(864) 381-0101- via text or phone call iandaproperties.vd@gmail.com
Office Location: 9106 Warren H. Abernathy Hwy Spartanburg, SC 29301	Office Hours: Monday – Friday 10:30 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. You have 30 days to switch the utilities into your name, in the meantime you will be charged the prorated amounts according to usage. If not switched within 1

- month you will be charged an additional \$15 accounting fee. After 3 months the utilities will be disconnected without notice.
4. Checklist is to be submitted to I & A Properties within 5 days of move in date and emailed to ilandaproperties.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