

## FAST FACTS:

A new year often means new resolutions. Here are some easy ones to add to the list to help keep your home in tip-top shape!



- Change the batteries in your smoke and carbon monoxide detectors! (If for some reason yours aren't functional anymore, notify maintenance ASAP.)
- How is your furnace filter? If it has been more than 3 months, **CHANGE IT NOW!** Winter months demand extra effort from a furnace, and it could use the attention.
- De-clutter! Charities are usually overstocked before the end of the year with donations from people trying to get last minute tax write-offs. January is a great time to purge items you no longer need, and donate to less fortunate folks.
- Deep cleaning- quickly. A swift pass over baseboards with a vacuum followed by a warm, damp cloth will instantly change the look of a room and make it sparkler. Do one room a day, and your home will look super clean in no time, with minimal effort!



Cohesion Properties LLC

P.O.Box 44204 Boise, ID 83711

Phone 208.371.5720

Office 208.297.3010

[www.cohesionproperties.com](http://www.cohesionproperties.com)



# January NEWS



**A note From Cohesion Properties**



## Browse our new site!

We've launched a new website...  
This is your one stop-shop to pay rent, send maintenance requests, search available properties, etc!

Come check it out, and refer your friends!

[www.Cohesionproperties.com](http://www.Cohesionproperties.com)



*Would you consider giving us a yelp review? If you're happy with our service and feel you can recommend us to friends, why not go all in and make it public?!*

# Maintenance Requests just got easier!



Life happens. Sometimes your day isn't set up for playing phone tag. Maybe discussing details of a malfunctioning gizmo in a text conversation is really confusing. We get it, we heard you. All of our time is precious and valuable. This is why we created a maintenance request form online. You can quickly navigate to the submission page where you simply need to type in some basics, when it's convenient for you. We receive the notification right away, and will respond as soon as possible to get your needs met. Try it out next time you need a hand (although we hope you won't have to)!

Here's how to navigate...

1. On your computer or mobile device, visit our new website [www.cohesionproperties.com](http://www.cohesionproperties.com)
2. Select (or hover over) the "tenants" tab.
3. Select "maintenance requests"
4. Complete the form provided  
There are only 4 required fields, one of which is a pull-down menu.
5. Based on the info provided, we will make arrangements to get to work on resolving the problem.

### FAQs

Q- Do I HAVE to use this method?

A- No, it is simply another way we heard from our clients that we could streamline services for you.

Q- Is there a time I shouldn't use this form?

A- YES- in case of emergency, such as fire, flood, bodily harm, etc. Please call 9-1-1 first, then call us.

Q- Will you enter without my permission because I submitted online?

A- No, we will always work with you to gain access to your home, as per our lease agreement.