

Orientation & Handover Note

Property: _____ Blade Chattels, Ogbomoso

Dear Prof., Dr, Mr, Mrs _____

We, the Estate Agents of Blade Chattels, Ibere Area, Ogbomoso welcome you into your new residence.

In order to provide good relationship between you and other residents, we wish to show you the facilities and clarify your roles as follows:

1. PLEASE note that ALL Keys to your own residence have been given to you, which you will return at the end of tenancy. Please be informed that landlords have not kept any duplicate keys to your apartment.
2. We have shown you the Generator shed allocated to your apartment (where applicable), which is exclusively for your use if needed. You cannot build any further structure without the **written** consent of the landlords
3. It's mandatory for all residents to water, weed and tend the Garden as all residents will share in the benefits of the Garden.
4. PLEASE note that you will subscribe to **Litter Bin** arrangement to avoid messing up the environment; and to enable all residents dispose of rubbish in a decent way.
5. PLEASE note that there will be **No Ball Games & Cycling** within the compound to prevent unnecessary breakages & damages.
6. PLEASE note that you have been provided with an electricity **meter** (where applicable) to be recharge and maintain by you during usage.

Signed by Resident:

Name:

Signature

Date

Signed by Estate Agents:

Name:

Signature:

Date: