



WELCOME !

Welcome to Core City, Detroit. We are excited you're in the neighborhood. This handbook outlines important information and policies regarding your rental unit. Thank you for choosing a Prince Concepts property, and DETROIT.

ABOUT THE NEIGHBORHOOD

BOUNDARY: Core City Detroit is bounded by MLK Blvd on the South, I-94 on the North, Grand River on the East, and Grand BLVD on the West.



HISTORY



As with much of Detroit, Core City was once a vibrant commercial hub and modest, working family neighborhood. Dotted with furniture stores, food production facilities and rail yards, Grand River Avenue hummed with activity. As Midwest manufacturing began to outsource, and racial tensions gripped the city, the once bustling block began a slow and painful decline; enticing storefront displays were boarded up with brick and block. Billboards for Kellogg's cereal and Pfeiffer's Brewery were replaced with advertisements for bankruptcy lawyers. Households fled the city, leaving homes vacant and decaying. The citizens and business that stayed were resilient and dedicated to their neighborhood, however, much of the land along the Grand River corridor sat vacant for 60+ years. Recently this vacant land has been transformed into accessible housing with inspired designs. The community along the Grand River corridor will continue to grow as derelict commercial buildings are renovated and activated to serve small businesses and benefit the residents of our growing community. With Detroit amidst a creative renaissance, so too is Core City.



PRINCE REALTY CONTACT INFORMATION

PROPERTY MANAGEMENT

Randy Pardy - field operations

Ph: 248-506-6684

Email: RP@princeconcepts.com

Matt Tayag - admin

Ph: 248-565-5219

Email: MT@princeconcepts.com

Kelli Wiley - admin

Ph: 303-562-6292

Email: KW@princeconcepts.com

OFFICE HOURS

Monday - Friday | 9:00AM - 5:00PM

4892 W Grand River Ave

Suite 2

Detroit, MI

48208

EMERGENCY CONTACTS - Non-maintenance

EMERGENCY

911

DETROIT POLICE DEPARTMENT - Non-Emergency

(313) 596-5300

Detroit Police Officers

Dale Dorsey

Phone: (313) 643-0865

Email: dorseyd832@detroitmi.gov

John Pinchum

Phone: (313) 590-8940

Email: pinchumj847@detroitmi.gov

Community Meeting Date: Third Tuesday of Each Month

Community Meeting Location: 2875 W. Grand Bld



WAYNE STATE POLICE DEPARTMENT

(313) 577-2222

POLICIES & PROTOCOLS

ISSUANCE OF KEYS

Tenant keys are issued by Property Management (Heroes Property Management)

There is a \$35 fee for replacing lost keys.

MOVE-IN

On the day of your move-in a representative from Property Management will deliver your keys and perform a Move-In inspection.

RENT PAYMENT

Rent is paid through the AppFolio tenant portal. Prior to move-in Property Management will send you a notice for activating your portal.

Rent may also be paid by check made out to the Lessor on your Lease and delivered to the office at 4892 Grand River #2; Detroit, MI 48208.

LATE FEE POLICY

Rent is due on the 1st of each month. There is a 7 day grace period to pay the rent. After the grace period there is a late fee of \$50.

RETURNED CHECKS

A fee of \$25 will be charged to your account for any returned checks.

SECURITY DEPOSITS

A security deposit, as determined by your lease, is held in-case of tenant caused damage to the property. Upon move-out and inspection of your unit, the deposit will be returned, less the cost of any repairs not deemed normal wear and tear. YOUR DEPOSIT MAY NOT BE USED AS YOUR LAST MONTHS RENT.



UTILITY SERVICES

Residents must have changed all required utilities into their name and completed the Utilities worksheet before they will be given keys.

DTE Energy:	(800) 477-4747
Comcast:	(800) 934-6489
AT&T	
Detroit Water & Sewerage:	(313) 267-8000

MAINTENANCE REQUESTS

Should your unit require maintenance or repairs, please submit a formal request through the Appfolio Tenant Portal. In-case of a maintenance emergency, please call the EMERGENCY MAINTENANCE number:

Randy Pardy - 248-506-6684

Non-emergency requests will be addressed within three (3) business days.

MAINTENANCE SUPERVISOR

Victor Chavarria

LOCKED OUT OF UNIT

In the event you are locked out of your unit, please contact the Property Manager immediately. Do not attempt to gain access to your unit through windows or by prying the lock.

SAFETY & MAINTENANCE TIPS

- Always keep your unit locked when not home. Additionally, leaving a small light on in-side your unit while away can potentially deter break-in or theft.
- Do not puncture or pierce clear Polycarbonate walls in any way. If purposeful or accidental damage to Polycarbonate walls occurs, the cost of repairs will be subtracted from the security deposit, and not refunded.
- If traveling out of town or leaving your unit unattended for an extended period of time, please ensure a minimum temperature of 55°F is maintained in order to prevent pipe freezing and failure.
- Ensure garbage disposal is free of potentially damaging objects such as utensils, bones, shot glasses etc. before



running. Plumbing issues caused by the tenant may result in the tenant paying the repair cost.

- Do not flush foreign objects down the toilet. In-case of a clog, please attempt to unclog with a plunger before submitting a Maintenance Request. Plumbing issues caused by the tenant may result in the tenant paying the repair cost.
- Clean the dryer's lint filter before every use. Failure to do so could result in fire damage.
- If a specific outlet is not working, try resetting the Ground-Fault Interrupter (GFI) by pushing the small button between the two plugs.
- Do not leave your refrigerator unplugged. If unplugging is necessary, leave the door open to prevent mold issues.
- Please be aware of abrasive cleaning products when cleaning fixtures such as faucets, as they are susceptible to scratching.
- Please keep a saucer underneath all house plants to prevent staining of the floor.

PARKING & GUESTS

Tenants may park in the designated parking for their community. Guests may park along any public street, as permitted. If you are having a large event please notify Property Management to assist with planning.

TRASH & RECYCLING

Each community has designated trash and recycle bins. Please contact Property Management if you are unable to locate them.

PET POLICY

We welcome pets to our communities on an individual basis, which should be outlined in your lease. Please be a responsible owner and promptly clean up after your pet. For the consideration of other residents, please be sure your pets are properly restrained when not in an enclosed area. Should you be considering adopting a pet, please contact your property manager beforehand for approval. Remember, visiting pets are the responsibility of the renter they are visiting.

COMPLAINTS

Should you have a complaint regarding the property or your neighbors, please contact the Property Manager directly, either by phone or email.



MOVE-OUT

Upon move-out your keys are to be returned to Property Management and an inspection of your unit will be conducted. Deductions will be made from your security deposit for any damage and/or repair and any lost keys. Your deposit check (minus any deductions) will be mailed to your forwarding address within 30 days after final inspection.

LOCAL COMMUNITY MEMBERS AND SERVICES

Astro Coffee Roasting

Ochre Bakery

Casting de Khrysopoeia - Jewellery Atelier

The Collective Yoga Studio

Detroit Cultivated - Event Planning

Heroes Property Management - Cleaning and Janitorial Service

Heroes Landscape Consulting

Magnet Restaurant

Prince Concepts - Real Estate Development

Lafayette American - Ad Agency

Some_Things - Design consulting and space planning

Underdog Boxing Gym