



Air Conditioning Notice

**To: ALL RESIDENTS of
4242 N. Sheridan, 910-18 W. Dakin, 901 W. Argyle, 1901-09 W. Wilson & Wolcott, 5017 N.
Wolcott, Wolcott & Lawrence, Wolcott & Winchester and 722-26 W Barry.**

RE: Air Conditioner Installation Service

Dear Resident:

Tis the season...to KEEP KOOL! If you wish to rent an air conditioner or 2 for the summer, please fill out below, sign and return to the main office located at 4242 N. Sheridan Rd. You have the option to rent an air conditioning unit from us for \$100.00 each for the entire season (May through September) plus the cost of installation and removal, currently priced at \$50.00 each unit.

If you have your own air conditioner and wish for us to install it in your window, please choose your option below and sign and return this form to the office OR you may call the office and submit a work request. This cost for installation and removal is \$50.00 per unit.

Please be advised that, after this initial service, you are responsible to continue to keep the air conditioner's filter clean and free. These filters are washable so that you may wash the filters and this will insure that your air conditioner works properly and efficiently.

PLEASE BE ADVISED THAT SHOULD YOU CHOOSE TO INSTALL YOU'RE A/C UNIT ON YOUR OWN, YOU DO SO AT YOUR OWN RISK. SHOULD ANY DAMAGE TO PROPERTY OR INDIVIDUAL ARISE OUT OF THIS ACTION, YOU WILL BE RESPONSIBLE FOR ANY COSTS INVOLVED.

PLEASE FILL OUT COMPLETELY. Unfilled requests will not be serviced.

RESIDENT NAME (S): _____

ADDRESS: _____ **APT NO.** _____

RESIDENT PHONE NUMBER: _____

RESIDENT EMAIL: _____

CHOOSE ONE OPTION ONLY:

INSTALL ONLY _____ **ENTER # OF A/C UNIT. (\$50 EACH)**

RENT A/C UNIT & INSTALL _____ **ENTER # OF A/C UNIT. (\$150 EACH)** If you rent, we must install.

DECLINE SERVICE.

X _____ **DATED:** _____

X _____ **DATED:** _____

PLEASE RETURN TO THE MAIN OFFICE