

Roanoke Island Historical Association, Inc.
Producers of *The Lost Colony*
1409 National Park Drive, Fort Raleigh National Historic Site
Manteo, North Carolina 27954
(252) 473-2127 Ext. 224

MORRISON GROVE WINTER SEASON APARTMENT RENTALS

Electricity	Dominion/NC Power	1-888-667-3000
Telephone	EMBARQ	252-338-9811
Cable TV	Charter Communications	800-972-5757 (\$50 installation fee)

Call Dominion/NC Power at the above 888 number; give them the existing account number (I will give you the existing account number to call in after your application for rental is approved). Tell them you want to transfer service into your name at earliest convenience; they will process your request and issue you a new 10-digit account number. You must give Dominion (and all other utility companies) a post office box mailing address for billing purposes—**THERE IS NO MAIL DELIVERED TO MORRISON GROVE APARTMENTS OR THE LOST COLONY ADMINISTRATIVE BUILDING.** You must get your own Post Office Box or delivery address. Call me and give me the new account number. After electricity is transferred, contracts are signed, and deposits are received, I can give you a key to the apartment. You cannot move in to an apartment until all deposits and the first month's rent are paid.

For telephone and cable service, you are on your own to make arrangements if you want those services.

Mail: There is no mail delivered to Morrison Grove or The Lost Colony Administrative building, you should make arrangements with the post office for a PO box.

Sec Deposit: Equal to one month's rent, payable with the first month's rent.
(Refundable at end of the lease if no damages are assessed)

Key Deposit: \$20 per key, refundable when the original key(s) is turned in at end of the lease. An Ace Hardware copy or other copy is not acceptable and will not constitute an "original key" subject to refund.

Rent: Payable on the first of the month with a five day grace period. Payment must be mailed or hand-carried to **The Lost Colony Building** during normal working hours BY CHECK OR MONEY ORDER. CASH WILL NOT BE ACCEPTED. If you pay in person, you will be given a receipt. Late payment fees will be assessed and collected if rent is paid after the grace period, as written in Paragraph 6 of the rental contract.

Trash: There is no individual trash pick up service at Morrison Grove, however, we do have a dumpster at the far end of the parking lot for resident's use. You must remove and carry your own trash to dumpster on a regular basis. Please do not park in front of or near the dumpster. When the truck comes to dump it, it must be clear of parked vehicles.

Maintenance: Please report any repair or maintenance work to Terry Fowler at the Lost Colony Building, 473-2127, Ext. 224; the problem will be relayed to our maintenance department for attention as soon as humanly possible.

Any other questions, please call Terry Fowler, Property Manager, at (252) 473-2127, Extension 224.