

TO: ALL TENANTS
FROM: JENNIFER LOGAN, PROPERTY MANAGER
SUBJECT: PAYMENT METHODS

WE DO NOT ACCEPT CASH. THE FOLLOWING PAYMENT METHODS AND LOCATIONS MAY BE USED:

BY MAIL

TO OUR MAIN OFFICE: 800 N. RAINBOW BLVD., SUITE 208, LAS VEGAS, NV 89107-1193 (BUSINESS OR PERSONAL CHECKS ONLY; MONEY ORDERS OR CASHIER'S CHECKS AT TENANT'S OWN RISK)

IN PERSON

**1. AT OUR FRONT DESK DURING REGULAR BUSINESS HOURS OF MONDAY THROUGH FRIDAY, 8AM TO 5PM, EXCEPT HOLIDAYS. FRONT DESK LOCATIONS: 800 N. RAINBOW BLVD., SUITE 208, LAS VEGAS, NV 89107-1193
4760 S. PECOS RD., SUITE 103, LAS VEGAS, NV 89121 (BUSINESS OR PERSONAL CHECKS, MONEY ORDERS, CASHIER'S CHECKS, CREDIT CARDS)**

2. TO THE REGULAR HOUSEMAN WHO CLEANS THE PROPERTY (BUSINESS OR PERSONAL CHECKS ONLY; NO MONEY ORDERS OR CASHIER'S CHECKS AT ALL).

3. IN THE MANAGER'S MAILBOX IN THE MAILCENTER AREA AT 1516 E. TROPICANA AVENUE (BUSINESS OR PERSONAL CHECKS ONLY; MONEY ORDERS OR CASHIER'S CHECKS AT TENANT'S OWN RISK, AND NOT RECOMMENDED; EARLY MORNING OR DAYTIME ONLY; NOT RECOMMENDED FOR EVENING OR WEEKEND USE).

BY FAX

TO 702-948-5001, WITH A COMPLETED AND SIGNED "CREDIT CARD AUTHORIZATION FORM" AND A COPY OF THE CREDIT CARD AND THE CARDHOLDER'S DRIVER'S LICENSE. FORMS CAN BE FAXED OR E-MAILED TO YOU ON REQUEST, OR CAN BE PICKED UP IN PERSON AT ONE OF OUR FRONT DESKS (MASTERCARD, VISA AND AMERICAN EXPRESS ONLY).

BY PHONE

TO 702-948-5000 (MASTERCARD, VISA AND AMERICAN EXPRESS ONLY; \$10 SERVICE CHARGE APPLIES)