Dear Tenant Nams (Financially Responsible),

The health and safety of our employees, tenants, and neighbors is very important to us. In light of the recommendations from the CDC and Gov. Whitmer’s most recent update, we are making a few changes to our business to help do our part to reduce risk. The following changes are effective immediately:

1. Our office locations are closed until further notice. Our staff has the ability to work remotely and we are currently enforcing that they do so. You can call our office to reach a property manager or email us at [rmo@rentalmanagementone.com](mailto:rmo@rentalmanagementone.com)
2. Our maintenance department will only be performing emergency maintenance for your safety and ours. Please contact our office and follow the prompts to reach our emergency maintenance department. You may continue to submit routine maintenance request through the tenant portal. An appointment will be scheduled at a later date.
3. Since the virus can be transferred on checks, money orders and money, we are only accepting online rent payments via the tenant portal or payment at a CVS or 7/11 using a PaySlip. PaySlip’s must be requested in order to be applied to the correct account. If you are in need of a PaySlip, please email at [rmo@rentalmanagementone.com](mailto:rmo@rentalmanagementone.com)

If you have any individual concerns, please don’t hesitate to contact your property manager or send us an email.

We thank you in advance for your cooperation and have provided the guidance below for your review.

Sincerely,

Morgan Detvay

Director of Property Management

Office: (248) 208-3882