

REED & ASSOCIATES OF TN, LLC

Move-In Packet

PLEASE TAKE THE TIME TO READ THIS PACKET BEFORE COMING BACK FOR YOUR LEASE SIGNING APPOINTMENT!

Any Questions you may have regarding the information in the Move-In Packet will be answered at your lease signing appointment.

Contents:

- General Information: Financial Seminar, Credit Improvement, Lease Payment Dates
 - Automatic Payment Setup Form
 - Mortgage Info & Referral Credit
 - Guidelines to Repairing your Credit
 - Move-in Priority Checklist
- How to Get a Late Fee Removed from your account...

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REED & ASSOCIATES OF TN, LLC
MOVE-IN PACKET



Reed & Associates would like to congratulate you on your new home. Our Lease-Option to Purchase Program is an honest attempt to help you improve your life.

FINANCIAL PEACE UNIVERSITY (F.P.U.):

Financial Peace University is a financial seminar offered by Dave Ramsey. Dave Ramsey's course is a 13-week course that meets one night per week in small groups to show you how to get out of debt and build wealth. For information on dates and locations in the Memphis area, call 1-888-227-3223 or go online: www.daveramsey.com. Dave Ramsey's radio program airs Monday-Friday in Memphis on AM990 2-5pm.

CREDIT IMPROVEMENT

Reed & Associates has teamed up with www.PumpUpMyCreditScore.com. They have a system to work with you to improve your credit score over a period of 6-12 months. Please visit the website for more information.

DUE DATE & TURNOVER DATE:

- Rent payments are due in advance on the 25th of the month. For example, January's rent is due December 25th and late if not received by 5:00pm on January 1st.
- If not paid by **5:00pm on the 1st**, there is a 10% Late Fee. If your payment is late, it must be paid by money order or cashier's check. All late fees need to be paid by the end of the month that they are incurred.
- If not paid by the 5th, you will be turned over to the attorney to start eviction proceedings. If you are turned over to the attorney, you will owe a late fee plus 33 1/3% in turn-over fees of whatever your balance is that you were turned over for. If you come in and pay up the total balance due before your assigned court date, we may be able to reduce the turn-over fee to **\$350.00** instead of the 33 1/3%.
- **Key Points:**
 1. Pay **IN ADVANCE** on the 25th
 2. Make sure your address is on your method of payment.
 3. **ALWAYS** make sure we have **all** of your current phone numbers
 4. **Cash** will **NEVER** be accepted in the office.

If you do get turned over, when you are served the court papers, immediately call the office and set up an appointment to come in and pay what you have with certified funds (i.e. money order or cashier's check, NO personal checks). If you cannot pay up the total by your court date or by the end of the month, then move. We will know that you have moved when you drop off the keys.

If life has dealt you another financial blow and you cannot pay and if you move out before the end of the month on your own with the house in good condition, you will still have a good reference with us. When you get back on your feet again, you can come back and get another house.

The best thing you can do is to pay one month ahead with your income tax refund, and put one month aside as an emergency fund. Later on, you should try to build up your emergency fund to hold up to 6 months reserve.

Remember, a lot of your future depends on the action you take today.

REED & ASSOCIATES OF TN, LLC

AUTHORIZATION TO DEBIT CHECKING OR SAVINGS ACCOUNT
Monthly/Recurring Debit

Date: _____

Name: _____

Address: _____

City, State, Zip: _____

Bank Name: _____

Account #: _____

Account Type: Checking Savings

Name on Account: _____

Routing Number: _____

Draft Date Each Month: _____

Monthly Draft Amount: _____

Date of 1st Draft: _____

A \$5.00 convenience fee will be added to the draft amount.

Please return a voided check with this form.

I hereby authorize Reed & Associates of TN, LLC to debit my account for the amount stated above. I agree to provide 14-day written notice to discontinue this draft.

X _____

Phone Number: _____

Date: _____

Cell: (901) 647-1186

E-mail: ymortgage@comcast.net

Dear Prospective Home Owner,

Congratulations on your new home. My name is Adam D. Yancey. I have been helping people in the Mid-South for the last nine years celebrate the joy of home ownership. I am a real-estate financial consultant and I will be assisting you throughout the process of converting you to permanent financing. The most important thing you can do to quicken this process is for you to keep a record of every payment you make to Reed & Associates. This includes all rent checks and any down payment. **THERE IS NO OTHER RECORD OF THESE PAYMENTS.** If you pay with money orders please make sure to keep the receipt. If you are paying by check, please be sure to keep the bank statements showing where the check has cleared your financial institution. **THIS IS YOUR PROOF OF RENT HISTORY AND IS THE SINGLE MOST IMPORTANT THING YOU CAN DO TO PROVE CREDITWORTHINESS.** I will need to have 12 consecutive rent checks paid on time in order to get you approved to buy your home. You can call me at the above number during normal business hours Monday-Friday. Enjoy your new home and remember:

KEEP A COPY OF ALL RENT CHECKS AND MONEY ORDERS INCLUDING DOWN PAYMENT.

Sincerely,

Adam D. Yancey

Referral Credit

\$ You will receive a \$250.00 credit on your **\$** account for each person you refer to us!!

The person you refer must give your name when they put down their option money. You will receive your credit after they move-in their home.

MOVE-IN PRIORITY CHECKLIST

You should familiarize yourself with these elements of the property.

- The **A/C unit** and **water heater** may be unplugged in your home. Please check these to make sure they are plugged in before turning in a service call.
- Before getting settled, find the **master shutoff valve** for the water in the house. This valve may be located in a closet, or under a sink. It looks like the outside handle for the water hose. This is the place to go to turn off the water supply for the whole house, when you cannot get to the source of an individual leak. If there is an emergency and you cannot get to the inside water shutoff, there is a **main shutoff** under the MLGW metal cap in the yard or on the driveway.
- If an **individual toilet or sink** is flooding, there is a shutoff for each one under the cabinet or behind the toilet. Turning this off will stop the water flow to only that sink or toilet.
- Locate the **main breaker box** in the house. This is usually located in a closet, in the garage, or on the outside of the house.
- We suggest you purchase a **fire extinguisher** to keep in the kitchen.
- Locate the **air filter** for the A/C unit. This is usually in the attic or in a hall closet. This filter needs to be changed at least every 3 months to keep the unit running properly.
- If you have a **faucet running slowly**, the aerator filter is probably clogged. You need to remove and clean out the aerator where the water comes out. Cleaning this will solve most problems relating to a slow running faucet.
- If you find that you do not have electricity in one room of the house, you need to find the **GFI plug** for that room. Most new houses are setup with at least one GFI plug in each room. Find the plug with the test/reset switch, and push in the reset button. Make sure that there is only one GFI plug in the room. If there is more than one, you may have to try each one. This should solve most problems when you do not have electricity in one single room of the house.

If you have any questions locating any of these items, call 758-1133.

We hope that you will be able to make all of your payments on-time. However, if you incur a late fee, the following offer will apply:

LATE FEE OFFER: If you incur a late fee, you can get the late fee waived from your account by coming in to the office & quoting any 10 of the following scripture verses concerning money from memory. This offer is only good once.

Even if you never make a late payment, we believe that the following verses will positively impact your finances, if you learn and practice the principles that they teach.

Tithes: Proverbs 3:9 (NRJV) Honor the Lord with your possessions, and with the first fruits of all your increase.

Don't Be Lazy: Proverbs 6:6,10,11 (NLT) Take a lesson from the ants you lazybones. Learn from their ways and be wise! A little extra sleep, a little more slumber, a little folding of the hands to rest and poverty will pounce on you like a bandit; scarcity will attack you like an armed robber.

Save for an Emergency Fund: Genesis 41:34-36 My suggestion is that you find the wisest man in Egypt and put him in charge of a nationwide program. Let Pharaoh appoint officials over the land and let them collect 1/5 (or 20%) of all the crops during the seven good years. That way there will be enough to eat when the seven years of famine come. Otherwise, disaster will surely strike the land, and all the people will die.

Then, Save for Comfort: Proverbs 21, 20 The wise have wealth and luxury, but fools spend whatever they get.

Don't Fall for Get Rich Quick Schemes: Proverbs 28, 20 The trustworthy will get a rich reward. But the person who wants to get rich quick will only get into trouble.

Don't Get a Bigger House Than You Can Afford . . . Or You Might End Up Getting Set Out: Luke 14:28-30 (NLT) Don't begin until you count the cost. For who would begin construction of a building without first getting estimates and then checking to see if there is enough money to pay the bills? Otherwise, you might complete only the foundation before running out of funds. And then how everyone would laugh at you! They would say, "There's the person who started that building and ran out of money before it was finished!"

Plan Your Work: Proverbs 21:5 (NLT) Good planning and hard work lead to prosperity, but hasty shortcuts lead to poverty.

Set Up Your Work So That It Benefits the Kingdom of God and Your Work Will Succeed: Proverbs 16:3 (NLT) Commit your work to the Lord, and then your plans will succeed.
Matthew 6:33 (NLT) He will give you all you need from day to day if you live for him and make the Kingdom of God your primary concern.

Refrain From Excess: Proverbs 20:1 (NLT) Wine produces mockers; liquor leads to brawls. Whoever is led astray by drink (or drugs) cannot be wise.

The Golden Rule: Matthew 7:12 Do for others what you would like them to do for you. This is a summary of all that is taught in the law and the prophets.

Work Hard: 2 Thessalonians 3:6-13 (NLT) And now, dear brothers and sisters we give you this command with authority of our Lord Jesus Christ: Stay away from any Christian who lives in idleness and doesn't follow the tradition of hard work we gave you. For you know that you ought to follow our example. We were never lazy when we were with you. We never accepted food from anyone without paying for it. We worked hard day and night so that we would not be a burden to any of you. It wasn't that we didn't have the right to ask you to feed us, but we wanted to give you an example to follow. Even while we were with you, we gave you this rule: "Whoever does not work should not eat."

Lazy People Are Greedy: Proverbs 21:25 (NLT) The desires of lazy people will be their ruin, for their hands refuse to work. They are always greedy for more, while the godly love to give!

Proverbs 21:17 (NLT) Those who love pleasure become poor; wine and luxury are not the way to riches.

Don't Be a Servant: Proverbs 22:7 (NKJV) The rich rule over the poor, and the borrower is servant to the lender.

Each Person Must Stand on Their Own . . . You Could Ruin Your Credit:

Proverbs 22:26 (NLT) Do not co-sign another person's note or put up a guarantee for someone else's loan.

Get Out of Debt: Romans 13:8 Owe no one anything except to love one another, for he who loves another has fulfilled the law.

You Provide for Family: 1 Timothy 5:8 (NKJV) . . . if anyone does not provide for his own, and especially for those of his household, he has denied the faith and is worse than an unbeliever.

Proverbs 13:22 (NIV) A good man leaves an inheritance for his children's children, but a sinner's wealth is stored up for the righteous (or passed to the godly)(NLT).

God Makes You Rich: Proverbs 10:22 The blessing of the Lord makes a person rich, and he adds no sorrow with it.

Study: Proverbs 1:5 (NASB) A wise man will hear and increase in learning, and a man of understanding will acquire wise counsel.

Plan: Proverbs 24:27 (NLT) Develop your business first before building your house.

Work for God, Not Man: Colossians 3:23 Work hard and cheerfully at whatever you do, as though you were working for the Lord rather than for people.

Use the Gift God Gave You: 1 Peter 4 God has given gifts to each of you from his great variety of spiritual gifts. Manage them well so that God's generosity can flow through you.

Proverbs 16:9 The mind of a man plans his way, but the Lord directs his steps.

A Challenge & Promise from God; Protection:

Malachi 3:8-12 (NLT) Should people cheat God? Yet you have cheated me! But you ask, "What do you mean? When did we ever cheat you?" "You have cheated me of the tithes (or 10th) and offerings due me. You are under a curse,

for the whole nation has been cheating me. Bring all the tithes into the storehouse so there will be enough food in My Temple. If you do so," says the Lord Almighty, "I will open the windows of heaven for you. I will pour out a blessing so great you won't have enough room to take it in! Try it! Let me prove it to you! Your crops will be abundant, for I will guard them from insects and disease. Your grapes will not shrivel before they are ripe," says the Lord Almighty. "Then all nations will call you blessed, for you land will be such a delight," says the Lord Almighty.

Hopeful Future:

Jeremiah 29:11 For I know the plans I have for you . . . plans to give you hope and a future.