

## ROLAND MANAGEMENT, INC.

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434 MARION AVENUE\* SPARTANBURG, SC 29306 \* 864-585-0835 \* FAX 864-585-0270

To our Valued Residents, Home Owners and Customers:

As a precautionary measure to help prevent the spread of the Coronavirus (COVID-19), all lobby services at Roland Management has been suspended until further notice.

### PAYMENTS-

BILL PAY set up through your bank.

MAIL checks, money orders or cashier's check

Roland Management

434 Marion Avenue

Spartanburg SC 29306

DROP BOX

Please provide a current email address if you would like a receipt sent to you  
PLEASE BE SURE TO PUT YOUR FULL ADDRESS AND NAME ON EACH PAYMENT

VACANCY LISTS- You can use the link on our website to print a list or you can view our units on the website. [www.rentalsbyrmi.com](http://www.rentalsbyrmi.com)

If you need to pick up a paper copy you can call our office when you arrive and we will be happy to hand you one out of the night drop in the front door.

VIEWING VACANT UNITS- During this trying time we will verify income before giving out keys. You will need to bring 2 current check stubs and drop them in the drop box along with \$20.00 cash and a picture ID. If your income does not meet our qualifications we will not allow you to check out the key during this time.

APPLICATIONS- Submit all required information along with completed application in drop box. You can print our application off the website or get one handed to you from our drop box.

CONTACT OUR OFFICE FOR ALL REQUIRED DOCUMENTS YOU WILL NEED

Please contact our office by phone 864-585-0835 or through our website [www.rentalsbyrmi.com](http://www.rentalsbyrmi.com)

[sharon@rentalsbyrmi.com](mailto:sharon@rentalsbyrmi.com)

[vincent@rentalsbyrmi.com](mailto:vincent@rentalsbyrmi.com)

[starr@rentalsbyrmi.com](mailto:starr@rentalsbyrmi.com)

[pam@rentalsbyrmi.com](mailto:pam@rentalsbyrmi.com)

Thank You,

ROLAND MANAGEMENT, INC.