

ANASAZI COMMUNITY GUIDE FOR RENTERS



Below are key topics and helpful hints to help make your time in the community safe, easy, and enjoyable. More detail and other helpful information such as community rules and regulations, can be found on the Homeowners Association (HOA) website at anasaziliving.com.

Anasazi Village Community Management Office (Associated Asset Management Co.)
12220 N Paradise Village Pkwy S, Phoenix, AZ 85032

Office Phone: (602) 996-4659

Office hours: Monday - Friday, 8am - 4pm (closed between 12:00pm - 1:00pm)

Maintenance Emergency (after hours): (602) 647-3034

After-Hours Security: (623) 418-3228

PLEASE NOTE: Violation of some of the rules below can result in fines and in the case of parking, towing at the owner's expense.

MAIN GATE

- Use remote fob or entry card provided by landlord to enter. No entry code is assigned to any resident.
- To exit, pull up to the white line and wait for the gate to open. Don't follow another car exiting as the gate may close on your vehicle. **NOTE:** The **Cactus Road Exit Gate** is for Exiting ONLY.

PARKING

- Park in assigned space with a valid Anasazi parking sticker or placard (from your landlord), clearly visible in your vehicle.
- All visitors must park in an uncovered, unmarked parking space. Overnight or longer visitors must be registered at the Community Management Office by the renter they are visiting to receive and display a valid parking placard in their vehicle.
- Handicap spaces are for cars with official handicap stickers/placards. Please be considerate when using them as they are limited in number.
- Vehicles must be in working condition and display legal, up-to-date registration.
- No trailers, campers, buses, or oversized commercial vehicles.
- No backing into parking spaces.

KEYS

- Gate keys are provided by the landlord. Use keys to access pools, perimeter gates, Clubhouse and gym. Unit and mailbox keys also provided by the landlord.

LIVING IN THE UNIT

- Keep the unit in a good state of **cleanliness**. Nothing should be swept or thrown from the doors, windows, patios, or balconies. Nothing to be hung on or over the balcony railings including towels, bathing suits, rugs, etc. Setting any item on the balcony ledge or railing is a safety hazard and is prohibited.
- **Smoke detectors** run on 9 volt-batteries and will beep if replacement is required. If your smoke detector alarm goes off, leave your unit, and go to the nearest red pull-down **fire alarm** located at each exit/stairwell entrance on every floor.

- **All public areas of the community, including patios/balconies are Non-Smoking** (cigarette or other products). Be aware that smoke travels between units (inside and out) so please be mindful of your neighbors. Make sure you dispose of the butt safely, NOT in potted plants or anywhere on the grounds.
- If you experience **plumbing issues**, contact the owner and/or the Community Management Office for advice on the next steps. If you have a sudden leak, immediately turn off both main water valves. They are in the laundry room and next to the HVAC unit (located in kitchen closet in a one-bedroom or master bedroom in a two-bedroom unit). **If you are away for more than three days, you should shut the water valves OFF.**
- **All trash** should be regularly disposed of in closed trash bags and boxes broken down. Do not overfill the dumpsters (lid must fully close) or leave anything outside the dumpster. If full, please use another dumpster located in the community. **Pickup is on Tuesday and Friday.**
- **Pets** are welcome. Only two per unit and each must weigh no more than 40 lbs., fully grown. Pets should always be on a maximum six-foot leash and under the control of the owner. Keep your pet within six feet of the sidewalk. Pick up after your pets (several pet stations located on the grounds). Also please keep pets quiet, especially in your units when left alone. [Register your pet upon arrival.](#)
- **Quiet Time is 10 pm to 8 am** and strictly enforced. Do not run appliances, vacuums, TV, or play loud music. No loud parties or conversations on balconies or patios. Consider your neighbors – your floor is their ceiling so use carpeting and area rugs to lessen noise. Tread lightly and please shut doors quietly.
- Please observe the **posted speed limit of 9 miles per hour.**
- **If your stay is less than 30 days, the condo owner will incur a substantial fine.**

POOLS / SPAS

- **Pool hours are 7 am to midnight.** Pools 2, 3, 4, and 5 are heated from October to April. A renter must accompany pool guests. Children under 16 must have adult supervision. Pool gates **MUST** always remain closed. No jumping or diving in the pool or climbing on the 'rocks'. No glass within fenced pool areas (can result in a pool closure by the City of Phoenix) and no food or beverages within four feet of the pool. Pets are not allowed inside the gate of any pool. No oversized floats allowed. Respect your neighbors at the pool by not playing loud pool games as voices carry. Quiet time applies to the pool.

BBQ GRILLS

- Use [BBQ Gas Grills](#) located in front of each building (no grills allowed on balconies or patios). Turn gas lever and timer ON. Turn dial to HIGH, then press ignitor button. Adjust flame level. When finished, turn everything OFF. Clean grates after each use and ensure no leftover food remains in or around the grill.

CLUBHOUSE

- **Houses 2 meeting/party rooms, card room, library, 2 gyms, business center and community management office** (Mon-Fri 8 am - 4 pm). Meeting/party rooms are available for [RENT](#) (see office for details). **Gym hours are 6 am to 10 pm.** Large gym on the second floor is accessible via stairs on the patio. Small gym is on the ground floor, through door on the southside of Clubhouse.

SECURITY

- If at any time you see something or someone that is out of the ordinary or strange, call the Community Management Office during the day (602) 996-4659 or after hours contact the on-duty guard at (623) 418-3228.