

# Heights Manor

## APARTMENTS



June 2024



### HEALTHY SUMMER HABITS

- \*Stay hydrated
- \*Use sunscreen
- \*Enjoy the outdoors
- \*Eat fresh fruit & vegetables
- \*Know when to take a break



Rent is always due on the first day of each month. On the 6th, late fees are charged to your account.



### RESIDENTS RECEIVING UTILITY CHECKS

For any resident receiving a utility check from us, we ask that you cash the check within 30 days. If you do not receive your reimbursement, check on any given month, please call the office by the 20th of the month and let the office know.



### Office Hours

Monday-Friday  
10am-4pm

Closed Saturday & Sunday

### Telephone

330-385-4047

### Email

ktanner@heightsmanorapartments.com  
pcriss@heightsmanorapartments.com  
mstewart@heightsmanorapartments.com

### Maintenance

**NON-EMERGENCY**  
330-385-4047

**EMERGENCY**  
330-853-8626

### Heights Manor Team

Resident Managers  
Kathy Tanner

Maintenance Manager  
Mark Stewart

Maintenance Team

Tammie Hill  
Charles Keyes



# 2024 SHOE VOUCHER PROGRAM

## ACCEPTING APPLICATIONS

STARTING 06/01/2024 THROUGH 10/31/2024 OR ONCE ALL FUNDING HAS BEEN EXHAUSTED. VOUCHERS WILL EXPIRE 11/30/2024. NO REPLACEMENT VOUCHERS WILL BE ISSUED.

## HOW TO APPLY:

Applications are available at the Columbiana County Job and Family Services Government Building located @ 7989 Dickey Drive Suite 2 Lisbon, Ohio, 44432 or can be requested via email, mail, or fax

## ELIGIBILITY REQUIREMENTS:

MUST BE A COLUMBIANA COUNTY RESIDENT INCOME ELIGIBLE (MUST BE WITHIN 200% GROSS FEDERAL POVERTY GUIDELINE) YOUTH AGES 5-18/19 – 5 YEAR OLDS MUST BE ENTERING KINDERGARTEN – VERIFICATION WILL BE REQUIRED AND 18/19 YEAR OLDS MUST BE ENROLLED IN HIGH SCHOOL – VERIFICATION WILL BE REQUIRED.

VOUCHER  
\$125 PER  
ELIGIBLE CHILD

PARENTS AND/OR GUARDIANS MUST ATTACHED THESE DOCUMENTS TO THE APPLICATION:

- BIRTH CERTIFICATES
- PHOTO IDS
- SOCIAL SECURITY CARDS
- IF 5 YRS OLD GOING INTO KINDERGARTEN OR 18/19 YEARS OLD STILL IN HIGH SCHOOL, SCHOOL VERIFICATION REQUIRED
- LAST 30 DAYS INCOME FROM ALL HOUSEHOLD
- CARETAKERS MUST PROVIDE LEGAL DOCUMENTATION OF CUSTODY ARRANGEMENT OF APPLICANT

