



339 S. 6th St.
Mascoutah, IL 62258

- Property Management
- Property Maintenance
 - Phone: (618)233-1222
 - Fax: 618) 566-2556
 - E-mail: contactus@surmeier.com



Walk-Out Schedule

Once you have cleaned your unit and your belongings are removed, please call me at 618-233-1222 or email me at contactus@surmeier.com to arrange for a walk-through inspection and to return all keys. Please be prepared to give me your forwarding address where we may mail your security deposit.

We return all deposits by mail to the address you provide within 45 days after you move out. If any deductions are made (for past due rent or because the unit is damaged or not sufficiently clean) they will be explained in writing.

If you have any questions, please contact me at 618-233-1222.

Do not forget to be sure you have:

1. Disconnected phone and utility services
2. Canceled all newspaper subscriptions
3. Sent the post office a change of address form.

Thank You

Management