

HOUSE RULES FOR PERSHING COURTS

- Moving:** Initial move-ins and final move-outs are permitted only between 8:00 a.m. and 4:00 p.m. by prior scheduled appointment with the management office. Current residents who wish to move furniture in or out of the unit must also notify management.
- Insurance:** Management encourages and recommends that all tenants obtain renters insurance at the time of move-in.
- Rent Policy:** Rent is due the 1<sup>st</sup> of every month. After the 5<sup>th</sup>, rent is considered delinquent and management will prepare a late notice and will assess late fees. On the 15<sup>th</sup> day of the month, 14-day notices will be issued. Repeated delinquencies can result in non-renewal of the lease or eviction.
- Utilities:** Where tenants are responsible for their own utilities, all charges will be directly billed to the tenant by the utility provider. Tenants are required to ensure that utility services remain on in the unit at all times.
- Emergencies:** An emergency service number will be made available after office hours. Emergencies include, but are not limited to: fire, flood, no electricity, no heat, no hot water, no elevator service, gas leaks, loss of keys, and other dangerous and hazardous conditions.
- Lockouts** Anyone requesting a key from management to gain entry to his or her unit must be a leaseholder or occupant on the lease. All tenants will be assessed a \$20 fine for this service during normal business hours.
- Keycard replacement will result in charges assessed to the tenant in the amount of \$25.00. Management prohibits the duplication of keys and/or keycards for Pershing Courts property.
- Alterations:** Residents may not implement any alterations to the unit without managements consent. No services of private contractors can be solicited for alterations or repairs to the unit without consulting management.
- Decorating:** Residents shall not paint or decorate units without consulting management. All window coverings as seen from the outside must be white.
- Garbage/Trash Removal:** Tenants must place all trash in a tied trash bag and place it in the trash chute, as appropriate. Tenants are also responsible for removal from the unit of all trash items that are too large to be placed in the trash chute. Such items are to be placed in or near the dumpster outside the building.

**DRAFT for PUBLIC COMMENT – NOT FOR OFFICIAL USE**

**June 27, 2003 – July 26, 2003**

**Parking Policy:** One parking permit will be issued to each leaseholder that meets the following criteria: current vehicle registration, current vehicle license plates, current city sticker, and current vehicle insurance. All cars must be in working order. In the event that additional spaces are available, a second temporary permit may be provided to residents. However, in the event that a new move-in requires a parking space, occupants with temporary permits will be notified that use of the additional space will no longer be authorized and the new move-in will be assigned the space and issued a parking permit. Parking spaces will be assigned on a first-come, first-served basis.

There will be \$25 charge for any lost or damaged parking permits.

Management will contract with a towing company to remove unauthorized vehicles parked on the property.

**Pet Policy:** Residents shall have no more than one household pet in a dwelling unit, provided the animal is maintained responsibly in accordance with state and local laws and in accordance with the PHA animal plan.

Management will require licensing, registration and payment of a non-refundable pet fee for any animal. Management prohibits any dangerous animal on the premises that threatens the safety of residents such as, but not limited to, pit bulls, rottweilers, snakes and/or pets weighing more than 25 lbs.

The rules with respect to pets shall not be enforced against animals that are necessary to assist, support or provide service to persons with disabilities, provided that such animals shall not threaten the safety of residents.

**Curfew:** Local curfew laws for children must be adhered to by all residents.

**Loitering:** Loitering and trespassing will not be allowed on Pershing Courts property; violators will be prosecuted.