**General Fees and Charges**

Effective 06/01/2022

**Deposits**

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| Public Housing 1, 2 & 3 Bedroom | $200.00 |
| Sunset View Apartments | Equal to one month’s rent |
| Sequoya Apartments | Equal to Total Tenant Payment |
| Dresser Court Apartments | $100.00 ($50.00 cleaning fee reserved) |
| Gurler Street Apartments | $100.00 ($50.00 cleaning fee reserved) |
| Briarwood Apartments | Equal to one month’s rent |
| Pet Deposit | $150.00 |

**Other Charges**

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| Lockout – Outside business hours of M-F 4:30pm - 8:30am – weekends and holidays | $30.00 |
| Pest Control – 1st Failure to Prepare (effective 5/1/2015) Pest Control – 2nd Failure to Prepare (effective 5/1/2015) | $10.00  $15.00 |
| Returned Check Fee | $10.00 |
| Late Rent Fee [Past the 7th of the month] | $20.00 |
| Labor – 1 hour during normal business hours  OT pay applies - after normal business hours, weekends, and holidays | $30.00 |
| Key Fob | $12.50 |
| \*Electronic Disposal – illegal – pricing varies depending on item $50-$100 | Varies |
| \*Disposal of large items (mattresses, chairs, love seats, sofa) $10 plus | Varies |
| No Tires of any type will be or can be accepted (lease violation + $75.00) | $75.00 |

**\*Charges from Disposal Company are passed on to tenant.**

**Work Orders**

**It is the tenant’s responsibility to notify the landlord regarding issues and repairs in the unit**. Issues that go unreported by the tenant will be subject to additional charges should the unit incur undue damage from a delayed notification (toilet continually running, water leak, broken window).

Courtesy work orders or tenant responsible work orders will be billed at the rate of **time** and **materials** with a minimum ½ hour labor charge during normal business hours. Work that must be completed outside normal business hours will be billed at current Over Time Rate. Tenant responsible work orders are work orders done to replace damage caused by the tenant (hole in wall, lost keys).

If a tenant fails to pick up after themselves a flat “clean-up” fee of $15.00 per incident of pet waste removal, garbage removal, cigarette removal, or any other event deemed necessary by the Authority.

**\*\*\* See Reversed Side for Move Out Guidelines and Fees \*\*\***

**Move Out Fee’s**

Upon tenant move out, the landlord will provide a move out inspection with the tenant. The unit will be evaluated, factoring in the length of time the tenant lived in the unit to determine proper tenant move out charges. Tenant security deposit will be returned in the amount commensurate with the unit damage. Landlord will provide tenant a statement of charges within 30 days of unit move out.

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| Required painting will be charged according to time and materials. Painting charges will be assessed on your length of occupancy per the following schedule:  Units found to have smoke residue will be charged $300.00 automatically above cleaning costs. | 0-6 Months 100%  6-12 Months 75%  12-24 Months 50%  24-36 Months 25%  Over 36 Months 0% |
| Paint charges are for painting only and do not reflect drywall repair. The average cost to paint an apartment is: | 1 Bedroom $250-$350  2 Bedroom $375-$425  3 Bedroom $450-$500 |

The guideline for replacing or repairing carpet or appliance is based on a 10-year life expectancy. HACD has sole discretion on determination of repairing, replacing or damage only.

Carpet: Damage is a minimum of $20.00 per room. Repair is time and materials. Replacement is at cost. Appliances : Damage is a minimum of $20.00 per appliance. Repair is time and materials.

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| Your apartment must be returned to us in the condition in which you received it, except for normal wear and tear. Dirt is not considered normal wear and tear and charges will be assessed for all cleaning done, with the exception of carpet. Charges will be assessed per this schedule: | * Light touch up (apx 3 hours) $75 * Bathroom $50 * Kitchen $75 * Full rehab/painting for 1B $400, 2B $500,  3B $600 * Required repairs/replacement for damage will be charged at cost of time and materials |