

Housing Authority Of The City Of Russellville

115 S DENVER AVE
RUSSELLVILLE, AR 72801

PHONE: 479-968-5440

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I HAVE BEEN ADVISED AND UNDERSTAND THE FOLLOWING:

1. RENT IS DUE AND PAYABLE IN ADVANCE ON THE FIRST (1ST) CALENDAR DAY OF EACH MONTH AT THE HOUSING AUTHORITY OFFICE.
2. THERE WILL BE A **\$10.00 LATE CHARGE** FOR RENTS PAID ON OR AFTER THE 6TH CALENDAR DAY OF THE MONTH -- REGARDLESS OF CIRCUMSTANCES.
3. IF THE UTILITIES ARE RESIDENT-SUPPLIED, I AM RESPONSIBLE FOR HAVING THEM TURNED ON AND FOR MAKING TIMELY PAYMENTS TO THE UTILITY COMPANIES TO KEEP THEM ON (FAILURE TO DO SO IS A VIOLATION OF LEASE AND SUBJECTS RESIDENT(S) TO EVICTION).
4. I AM TO REPORT CHANGES IN FAMILY COMPOSITION AND INCOME TO THE HOUSING AUTHORITY WHEN REQUESTED OR WHEN THEY OCCUR.
5. GUESTS' VISITS WILL NOT EXCEED TWO (2) WEEKS WITHOUT PERMISSION FROM THE HOUSING AUTHORITY.
6. I AM NOT TO SUBLET THE DWELLING UNIT OR PROVIDE ACCOMMODATIONS FOR LODGERS OR BOARDERS.
7. I AM RESPONSIBLE FOR THE CONDUCT OF MY GUESTS AND WILL BE LIABLE FOR ANY DAMAGE OR DISTURBANCE THEY CAUSE.
8. THERE WILL BE REASONABLE CHARGES ASSESSED BY THE HOUSING AUTHORITY DAMAGE REPAIRS AND I WILL BE RESPONSIBLE FOR PAYING WHEN THE DAMAGE IS TO MY NEGLIGENCE (BEYOND NORMAL WEAR AND TEAR).
9. THERE IS A \$200.00 DEPOSIT REQUIRED FOR ALL PETS. PET AGREEMENT MUST BE SIGNED AND IN FILE.
10. MY DWELLING UNIT WILL BE INSPECTED ON A REGULAR BASIS AND I WILL BE PRESENT FOR THESE INSPECTIONS.
11. I MUST GIVE **15 DAYS WRITTEN** NOTICE BEFORE MOVING FROM THE DWELLING UNIT. IF I DO NOT, I WILL BE CHARGED 15 DAYS RENT FROM THE ACTUAL DATE I VACATED THE UNIT.
12. I AM CONSIDERED TO BE IN OCCUPANCY OF THE UNIT UNTIL I RETURN THE KEY TO THE HOUSING AUTHORITY OFFICE.
13. I AM AWARE THAT ALL NON-EXEMPT ADULT RESIDENTS (18 OR OLDER) MUST CONTRIBUTE EIGHT HOURS PER MONTH OF COMMUNITY SERVICE.
14. A \$500.00 DAMAGE FEE WILL BE CHARGED TO ALL RESIDENTS WHO ATTACH SATELITE RECEIVERS TO THE BUILDING.
15. I MUST MOVE MY TRASH CART BY THE ROAD ON TRASH PICK UP DAY.
16. ALL TENANTS MOVING INTO GLENWOOD HOUSE WILL NEED TO CALL THE OFFICE TO SCHEDULE A MOVE IN TIME IF THEY ARE NEEDING ASSISTANCE WITH THE ELEVATOR.

I UNDERSTAND THAT FAILURE TO COMPLY WITH PROVISIONS OF MY LEASE IS CAUSE FOR IMMEDIATE TERMINATION OF THE LEASE AND MY EVICTION FROM THE DWELLING UNIT.

HEAD OF HOUSEHOLD

DATE

Spouse/Ko-head
[TENANTID]

DATE