

Occupancy Policy Reminders

- Every pet must be registered with proof of current licensure, up-to-date immunization, an identification tag, and verification that your pet has been spayed/neutered, unless a letter is received from a veterinarian stating a medical reason. Also, remember to pay your Pet deposit of \$100 per pet, a **limit of 2 per household**.

Pets are not allowed in Multi-Family (Apartments) units with three or more apartments.

Exceptions: *If an assistance animal (trained to perform tasks that assist people with disabilities) is needed, or an emotional support animal. All exceptions must be supported by a certification from an appropriate medical professional, along with a completed tenant request form.*

- Tenants may, under certain conditions, utilize their dwelling units for in-home or outdoor business ventures with **written request approval ONLY**. **This includes the sale of food from your unit.**
- Tenants, any member of the tenant's household, guest, or other person under the tenant's control, shall not engage in criminal activity or permit loud parties or noisy activities in their dwelling units or on their dwelling unit property, between the hours of 10 pm and 10 am.
- Tenants are not allowed to give accommodations to individuals (other than those identified in the lease) without the prior written consent of the LDF CHA.
- The tenant is obligated to allow LDF CHA to conduct all necessary or required inspections, including but not limited to: Move-In, Housekeeping, Structural, and Move-out inspections.
- When a tenant loses a key, **the head of household** shall request the LDF CHA for a replacement key. The cost is a \$25 fee for each replacement key made by LDF CHA. **The fee is due at the time of pick up of the key(s).** No after-the-fact billing is allowed for this service.
- Unless approved differently by LDF CHA, per the lease, rent payments are due and payable to the LDF CHA on the **1st day of each month.**
- When there is a change in the tenant's household income, including the loss or addition of any family member's income, or household composition, which is the loss or addition of a family member, the tenant is required to notify the LDF CHA, within 10 business days of the change.

- **Furnace filters are to be changed every 30 days.** For those needing filters, you may pick them up at the LDF CHA main offices building, **free of charge.**
- **Update CHA with any change to your mailing address and/or phone number.** If we need to contact you for any reason and have no way of doing that, whatever the issue, it will be undisputable.