

# RESIDENT NEWSLETTER

Housing Authority of Murray

July 1, 2016



## Housekeeping Inspections

July 26<sup>th</sup>- Nash, 9<sup>th</sup> Street, Broad and re-inspections.

## Policy Reminders

Effective immediately, NO rent amount will be given out over the phone. Come to the office if you need to get the amount or wait for your statement in the mail.

The Housing Authority of Murray is a smoke free facility. Smoking in your residence is a direct violation of your lease. Three (3) smoking violations will result in eviction.

Be sure that you give the office a copy of your most recent SNAP benefit letter. If we do not have this on file, you may be responsible for completing 8 hours of Community Service each month and making up for months that you have missed.

If any member of your household is turning 18 this month please have the individual stop by the office and sign a release form.

If you are planning on having an overnight guest for more than three days please remember to get approval from the office prior to them staying with you. If you do not do this you will jeopardize your lease with HAM.

## Maintenance Notes

The cabinet remodel project for our north side units is tentatively scheduled to begin July 11<sup>th</sup>, 2016. You will receive a 48 hour notice before the contractor enters your unit.

If you suspect you have bed bugs notify the office immediately.

If a call is made to the After Hours EMERGENCY number and it is not an emergency there will be a \$25 fee charged to your account.

Please keep porches, yards and sidewalk areas in front of your residence free of trash and clutter. We take pride in keeping our areas looking nice. No seasonal inflatables are allowed in the yards.

Do not park cars so that you are blocking any trash containers on collection day. Trash containers have to be placed where the arm of the sanitation truck can reach the container. If the container is blocked, your trash will not be picked up.

## Mowing

Mowing season has begun. Keep your yard clear. If items have to be moved by our maintenance staff, you will be charged a \$25 fee.

## 4-H Club Activities

There are several 4-H Club activities that meet at the West KY Mentoring Office at 203 Ash and at the Ellis Center. Stop by the housing office and get a list or contact Ginny Harper at 270-293-1558.

## *IMPORTANT REMINDERS*

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- **Rent is due on the 1<sup>st</sup>. No rent is taken after 3:30 p.m. daily.**
- **Late fees will be applied on Friday July 15<sup>th</sup> at 3:30 p.m.**
- **Late fees are: \$30 for rent and \$20 for cable.**
- **The office will be closed July 1<sup>st</sup> & July 4<sup>th</sup> to observe Independence Day.**
- **The office will close at 2:30 p.m. on July 20<sup>th</sup> for the monthly staff meeting.**
- **Work orders can be submitted on our website [www.phamurray.org](http://www.phamurray.org).**
- **If you suspect any criminal activity or a banned individual on HAM property contact the Murray Police Department at 270-753-1621.**
- **All forms required for your annual recertification are to be mailed or faxed to the office ahead of your appointment time.**