

May 1, 2019



**YOU'LL BE GLAD TO CALL IT HOME.**

Dear Resident,

As summer is approaching, children will be out of school, and friends/guests are visiting and many outdoor activities will be happening. A clean, safe and enjoyable environment for our residents is a top priority of the Housing Authority. In fact, this is part of our written mission statement. We are asking that you help carry out this mission by doing your part. Simply by reminding everyone of their responsibilities and obligations, you will help make your community clean, safe and enjoyable. Here are a few things that you can do:

- Educate children and guest(s) of the importance of keeping the community clean and safe. Bullying/fighting, throwing rocks at buildings and/or windows, pulling plants and/or flowers out of the ground, and littering are examples of inappropriate behavior, and are lease violations which will not be tolerated.
- Make every effort to keep your community clean and dispose of trash in the dumpsters/garbage bins conveniently provided.
- If you see someone not obeying the rules, please inform the management office immediately.

**Please remember:**

- ✓ **Visiting or unauthorized pets are not permitted on the premises.**
- ✓ **Residents or guests may not erect any swimming or wading pool or play equipment.**
- ✓ **Washing vehicles is prohibited.**
- ✓ **Temporary exterior structures such as tent canopies are not permitted on grounds.**
- ✓ **Grilling is only permitted in designated areas.**

**Also, please remember these important requirements of your lease:**

1. Accommodation to boarders or lodgers is not permitted. Persons not on the lease residing (staying) in a unit more than fourteen (14) calendar days each year without the prior written approval of the Housing Authority is also not permitted.
2. Rent is due without demand on the first (1st) day of each month.
3. Apartment and resident areas must be kept clean and safe.
4. Changes in your household must be reported within 10 days (you must report when you start working or receive new income and when you want to add someone to your lease.)
5. Illegal activities are not permitted on any ACHA managed properties.

***Failure of resident, household member, guest, or any other person under the resident's control to follow these obligations is a material violation of the Lease and may result in termination of the Lease and eviction.***

We hope that you continue to enjoy the benefits of being an ACHA resident. We will also do our part in maintaining quality affordable housing that meets your needs. Let's all make sure that we have a safe, healthy and enjoyable summer. If you have any questions, please do not hesitate to talk to your property manager.

Thank You,  
Allegheny County Housing Authority  
Housing Management Operations