

East Hartford Housing Authority

Schedule of Maintenance Charges

Effective June 1, 2010

<u>Product</u>	<u>Description</u>	<u>Charge</u>	<u>Reason</u>
Chg. 001	Broken window	Labor & Material	Apply Actual Labor & Material Costs
Chg. 002	Replace Entrance Door	Labor & Material	Apply Actual Labor & Material Costs
Chg. 003	Damage to EHHA Property	Labor & Material	Apply Actual Labor & Material Costs
Chg. 004	Miscellaneous Tenant Charge	Labor & Material	Apply Actual Labor & Material Costs
Chg. 005	Unnecessary Overtime	Labor Costs	Labor Rate/Call out Cost to EHHA
Chg. 006	Lock out – Day Time	\$20.00	Cost of Labor
Chg. 007	Lock out - After Hour's	\$40.00	Contract Labor Rate
Chg. 008	Change Mail Box Lock	\$35.00	Labor Rates & Material Costs
Chg. 009	Change Apartment Door Locks	\$50.00	Labor Rates & Material Costs
Chg. 010	Lost Mail Box Key	\$20.00	Labor Rates & Material Costs
Chg. 011	Lost Apartment Door Key	\$20.00	Labor Rates & Material Costs
Chg. 012	Lost FOB/Medco Key	\$40.00	Labor Rates & Material Costs
Chg. 013	Clogged toilet and sink	Labor & Material	Labor Rates & Material Costs
Chg. 014	Shades	\$25.00 (each)	Labor Rates & Material Costs
Chg. 015	Screens	\$25.00 (each)	Labor Rates & Material Costs
Chg. 016	Garbage/Rubbish Pick Up	\$40.00	Cost of Labor
Chg. 017	Mattress Disposal (each)	\$20.00	Dump Fees
Chg. 018	Bulky Waste Disposal	Dump Fees	Dump Fees
Chg. 019	Bring Trash Bin to Street	\$25.00	Cost of Labor
Chg. 020	Return Trash Bins to Building	\$25.00	Cost of Labor
Chg. 021	Tenant Damaged Smoke Detector	\$35.00 (each)	Labor Rates & Material Costs
Chg. 022	Replace Missing Smoke Detector	\$35.00 (each)	Labor Rates & Material Costs
Chg. 023	Disconnected Smoke Detector(s)	\$20.00 (each)	Cost of Labor
Chg. 024	Unprepared for Pest Control	\$25.00	Labor Rates & Charge from the Contractor
Chg. 025	Unprepared for Bed Bug Control	\$25.00	Labor Rates & Charge from the Contractor
Chg. 026	Bed Bug Infestation (Source Unit)	Labor & Contractor Costs	Contractor Charge for <u>EACH</u> Unit Infested
Chg. 027	Seasonal A/C Charge	\$100.00 (Effective 2011 Season)	One-time Charge for Increased Utility Usage

I acknowledge receipt of this schedule of Maintenance Charges and agree to pay these charges when applicable.

Date: _____

Resident Signature: _____