



**Cedar Walk I, II, III, & VI / Regency Park Apartments
100 Regency Place
Hinesville, GA 31313**

Rules and Regulations

Welcome! We are pleased to have you and your family as residents of Cedar Walk I, II, III, VI, or Regency Apartments. The following rules and regulations are designed and implemented to ensure that you, members of your household, and neighbors have a peaceful, decent, safe, and sanitary place in which to live.

Residents agree to abide by the rules and regulations and receipt of the guidelines are acknowledged in the lease agreement and by the signature. These policies will be applied fairly and uniformly to all residents. Also, rules and regulations apply to visiting guests and children. Failure to comply by the rules and regulations is *a violation of the lease terms and can result in eviction.*

Renter's Insurance: We recommend that you obtain renter's insurance. The Hinesville Housing Authority or the Hinesville Leased Housing Corporation will not be liable for personal property or any other items inside your apartment that are damaged during your residency.

Housekeeping: We will issue one (1) warning for failure to maintain your housekeeping, you must attend a mandatory housekeeping workshop. If you fail to maintain housekeeping after this initial warning, your lease will be terminated and you will receive an eviction notice. No exemptions will be permitted or allowed. **Denied access to unit will constitute an automatic fail rating.*

Rent

Your rent is due on the first working day of the month. Your rent must be paid by the 5th day of the month. Rent must be paid by check or money order. (No post, third, or starter checks will be accepted.)

Residents who pay their rent after the 5th day of the month will automatically be turned over to the court of collection and a 14 day notice to vacate for nonpayment of rent will be issued.

Loss of employment or wage decrease due to voluntarily quitting, disregard or failure to comply with standard company rules or regulations on the resident's own accord or selecting to opt out of receiving child support may not justify an interim rent decrease and will be based on the discernment of the Property Management staff.



Utility allowances will be made payable to the utility company only.

Residents that are deemed over income after move-in will be subject to an intense review of income semi-annually, afterwards the family maybe subject to receiving a termination of tendency notification.

Residents that are not employed (exemptions include full-time students, verifiable 20 hours of weekly employment searches, elderly, and disabled) will be required to attend and/or participate in two Resident Initiatives and Development activities or programs every month.

Residents that remain unemployed longer than six months must enroll in a career development program, technical school, or higher education in order to retain housing rental assistance failure to adhere will result in termination of tendency.

Pets

Residents cannot have pets of any kind. This is not to be confused with assistance/companion animals which are not as pets. The definition of an assistance/companion animal is an animal that works, provides, or performs certain tasks for the benefit of the person with a disability, or provides emotional support that alleviates one or more identified symptoms or effects of a person's disability.

Cedar Walk and Regency Park Apartments will provide reasonable accommodations to persons with disabilities who require service/assistance animals.

Children

Children are permitted to play in designated recreational areas only.

Children will not be permitted to play office, maintenance shop, breezeways, stairwells, or streets. The playground is for exclusive use of younger children, for the safety of the younger children, older children will not be allowed to play in that area.

Children must be supervised at all times and shall not be allowed to interfere with employees, other residents, or contract workers.

No child under the age of 13 years old should be permitted to discard the household garbage.

The property's curfew for youth (up to 18 years old/school age) is 9:00 p.m., Monday-Sunday.



Parents and/or guardians should supervise their children due to parental accountability of their child/children's conduct and action which may result in terminating assistance for the entire family.

Parents will be held liable for all of their child/children's damages, criminal or violent behavior.

Minor children left unattended within the unit, the Property Management staff will immediately notify DFCS and the local authorities.

General

THIS IS A NO SMOKING PROPERTY WHICH INCLUDES INSIDE AND OUTSIDE OF THE UNIT.

No one can stay with you more than 14 days within a twelve-month period without being put on your dwelling lease and include their income in your household income.

Abuse, profanity, foul language, aggressive and combative behavior will not be accepted by the Property Management staff. Such language and negative behavior interferes with the rights of other residents to the quiet enjoyment of the premises. Resident's actions may result in termination of tenancy.

Under no circumstances are weapons to be used or threatened to be used.

Residents are not allowed to have any individual listed on the BANNED LIST on the premises failure to adhere to the directive will result in termination of tenancy.

When conducting business in the leasing office, residents are required to be fully dressed including shoes. Failure to adhere will result in denying service.

Head of house will be held accountable for the actions and behavior of their guest and will assume all financial responsibility of all damages and/or termination of tenancy.

All maintenance requests must be reported promptly to the **Maintenance Department at 912- 876-65621.**

Interrupted utilities will result with immediate eviction without a grievance hearing opportunity.

No waterbeds or space heaters will be permitted under any circumstances.



Entry ways, stairwells, landings, parking areas and recreational areas shall be kept clear of grills, bicycles, carriages, toys, waster receptacles, footwear, umbrellas, or any other foreign objects at all times.

Water closets, basins, and other plumbing fixtures shall not be used for any other purposes other than what they were designed for. Damages resulting from the misuse of such facilities, shall be paid for by the residents.

Maintenance staff will collect and discard all items left outside in breezeway, porch or around the building without receiving the resident's acknowledgement or approval.

Residents will also be charged a fee of **\$25.00** for leaving trash, waste, dumping food or household items outside of their apartment to be payable with next month's rent.

Residents are required to keep all noises to a minimum which includes yelling, family disturbances, loud stereos, televisions, and/or partying will not be tolerated.

Under no circumstances should residents loiter or consume alcohol in the breezeway or openly on the property. Special events planned for outside of the unit must require prior approval from Property Management.

Nothing shall be hung, draped over or shaken from windows, stairwells, or landings. Landing areas may contain flower boxes and pots, providing they do not obstruct or present a hazard to other persons and that they are maintained in a presentable and acceptable manner.

Keys will not be given to anyone other than those who have signed the occupancy agreement unless prior written permission from the head of household or spouse is on file. There will be a fee for replacement keys, locks, or lock-out services performed before and after posted office hours.

Garbage and refuse must be placed in plastic bags and sealed before being placed in the dumpster. No trash or garbage cans will be permitted on landings, porches or stairwells at any times.

No signs, signals, notices, advertisements, awnings, foil/paper wiring or any other equipment shall be in any manner affixed on the outside of the apartment or elsewhere on the property or buildings. Satellite dishes are permitted only in accordance with the satellite policy.



Residents shall not alter or install any additional locks, knockers, peephole or other attachment on any door, wall or ceiling of the apartment without written consent of Property Management.

No interior alterations, appliances, additions, painting or redecorating may be done to the apartment without written consent of the Property Management. If approved, all such alterations, additions, and fixtures shall remain as part of the apartment.

No chalk, crayons, markers or spray paint can be used on the buildings.

All residents with automobiles must be issued parking decals and obtain a guest pass for visitors that are residing overnight for multiple nights.

Inoperable automobiles will be towed at the owner's expense. No repairs, oil changes or any other work may be conducted on the property.

Unit overcrowding policy will be strictly adhered to by a unit transfer to the correct bedroom size; however, if a unit is not available a family may receive a termination of tenancy based on an increased family size but no unit availability.

"One Strike and You're Out" regarding drug, criminal or violent behavior will be strictly adhered to by the Property Management staff and execute the eviction process immediately.

Residents requesting usage of the community room or gazebo will incur a rental fee. (Resident must be in good standing with no past due rent or pending evictions.)

I have acknowledged that I have read and agree that my household (other adults and children) will comply with the rules and regulations of the Hinesville Housing Authority/Hineshouse Leased Housing Corporation. I fully acknowledge that failure to comply with the mandated guidelines will result in the termination of my housing rental assistance.

Resident's Signature

Date

Property Management Staff

Date