



Berwick Housing Authority

NEWSLETTER

MAY 2022

Berwick Housing Authority
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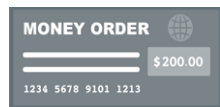
Visit our website:
Berwickhousingauthority.com



Rent is due **May 11th** which is the eighth working day of the month. If you do not pay by **May 11th**, a \$10 late fee will be applied. If you signed a contract, your rent is due **May 15th**, but a late fee is still applied after the **11th**. The absolute last day to pay the rent is **May 20th**.



Effective July 1, 2022, BHA charges for repairs & services will be charged to residents at current cost of materials plus labor. Total labor charge will depend on the amount of time it takes to complete. Repairs & services will be charged for damage & neglect by tenant. Price list posted on office door & BHA website. Price list is open for comment 5/1/22-5/31/22. Comments must be in writing.



If you pay your rent with a money order, please **DO NOT** sign the back of the money order. You sign on the front of the money order and we endorse the back for the bank.



Please do not park on the sidewalk and ask your guests not to park on the sidewalk. We have many residents who are handicapped and use electric power chairs. If sidewalks are blocked it limits their access.

The office will be closed on **Monday, May 30th** for **MEMORIAL DAY**

If you have a maintenance emergency (gas, water, electricity) please call the office listen to the answering machine to get the phone number to the maintenance staff on call. You must then hang up and call the phone number you are given to report the problem. If it is not an emergency, please call on Wednesday to put in a work order.



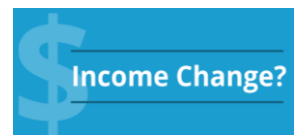
We have begun the process of issuing parking stickers and registering resident vehicles. We are doing this as new residents are moving in and we have started with existing residents. We will **eventually** get to all existing residents. When you receive the vehicle registration form, you must complete it and bring it into the office to pick-up your parking sticker. Please don't just drop it in the drop box. We **WILL NOT** send the sticker to your unit. Please put your license **plate** number on the form—not your driver's license number. The sticker goes in your front windshield.



THURSDAY, MAY 5TH



CELL PHONE CHARGERS NEED TO BE PLUGGED IN DIRECTLY TO THE OUTLET. NEVER USE AN EXTENSION CORD TO PLUG IN A CELL PHONE CHARGER!



REMINDER: If you start working, change jobs, start receiving child support, have a change in your social security, etc. you **MUST** report it to the office within **10 days** of the change. It is important that the tenant reports it before we find out through HUD's EIV System. We may not get notified immediately by HUD, but we will be notified eventually. Tell us before we have to ask you!

If you know somebody who wants to apply here at the Berwick Housing Authority, tell them to



They will receive notifications when we take applications.



Once again we are encouraging all residents to go to our website:
berwickhousingauthority.com
 and become familiar with the site. You can see your account balance under resident information by using your last name and last four of your SS#.