



Berwick Housing Authority

NEWSLETTER

MARCH 2023

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Berwick Housing Authority is happy to introduce a new **Tenant Portal** web tool that will be available in April. Through this Tenant Portal, tenants will be able to pay rent online via e-checks/bank account, view and update contact information, view bank information, communicate with the Housing Authority through the Secure Document Exchange, and fill out and sign recertification documents electronically. To use the tenant portal, each resident will have to register as a new user. Once you have logged in you will have access to the options we mentioned above.

We will send out information on how to register in the month of February.

YOU CANNOT PAY ONLINE WITH A CREDIT CARD! This feature caused too large of a service charge to the residents. It will only be a \$1.50 service charge to pay online using your checking account and routing number.



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



EVERY LIGHT MUST HAVE A BULB IN IT FOR THE REAC INSPECTION ON MARCH 8TH. THIS INCLUDES BOTH FRONT & BACK PORCH LIGHTS AND HOOD VENT LIGHTS. GO PURCHASE BULBS NOW!!



MORGAN CITY PETTING ZOO
Friday, March 31 @ 6:00 PM
\$3/child & \$2/adult
Animal feed \$1/cup
4 age groups-youngest hunt before dark and the older groups need a flashlight



FRIDAY, MARCH 17TH



MONDAY, MARCH 20TH

DAYLIGHT SAVING TIME BEGINS



SUNDAY, MARCH 12TH

BERWICK TOWN MARKET



MARCH 18TH



PLEASE SWEEP OUT YOUR WATER HEATER CLOSET BEFORE THE REAC INSPECTION ON MARCH 8TH. ALSO, YOU CANNOT STORE ANYTHING IN YOUR WATER HEATER CLOSET. REMOVE ITEMS ASAP!!



Reminder that pest control spraying will be on **FRIDAY, MARCH 10TH**. You do not have to be home, but if you are home and refuse to allow them inside, you will be charged. Also, remember that 3 housekeeping notices results in eviction. Keep your unit clean and sweep up any dead roaches.



WEDNESDAY, MARCH 8TH

By now, your unit has probably been pre-inspected.

Please make sure the following items are good at your unit:

- Make sure all door locks, light switches and faucets work properly
- Receptacle cover plates are not broken/cracked
- Windows are not broken
- Make sure you have at least one window to access in case of emergency and that they are not all blocked with furniture/AC units
- Make sure no cable wires or electrical cords are in the floor walkway which is considered a tripping hazard
- Make sure your hood vent works & you have a screen
- Clean front back porches and put any trash to the road
- Sweep up any dead roaches immediately!