



# Berwick Housing Authority

## NEWSLETTER

### MAY 2023

Berwick Housing Authority  
 P.O. Box 231  
 2751 Fifth Street  
 Berwick, LA 70342

(985) 385-1546 office  
 (985) 385-5840 fax

[berwickhousing@berwickhousingauthority.com](mailto:berwickhousing@berwickhousingauthority.com)

Visit our website:  
[Berwickhousingauthority.com](http://Berwickhousingauthority.com)



Berwick Housing Authority is happy to announce that the **Tenant Portal** web tool is now available for all residents! 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. Please call the office in order for us to send you a registration code.

You must have a valid email address, a checking account and routing number.

**YOU CANNOT PAY ONLINE WITH A CREDIT CARD!** This feature cost 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 **May 10<sup>th</sup>** which is the eighth working day of the month. If you do not pay by **May 10<sup>th</sup>**, a \$10 late fee will be applied. If you signed a contract, your rent is due **May 15<sup>th</sup>**, but a late fee is still applied after the **10<sup>th</sup>**. The absolute last day to pay the rent is **May 20<sup>th</sup>**.



**SATURDAY, MAY 20<sup>TH</sup>**  
**BERWICK TOWN MARKET**



**MONDAY, MAY 29<sup>TH</sup>**



**MAY 6, 2023**

**MAMA G'S PARKING LOT FREE TO THE PUBLIC**

Food, Arts & Crafts, Bar will be open

11:00-12:30 Gary T

1-2:30 Tet Dur

3-4:30 Cliff Hillebran

5-6:30 Brad Sapia Band

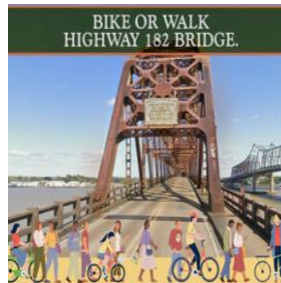
**NO ICE CHESTS!**

**BRING YOUR LAWN CHAIR**



**MONDAY, MAY 29<sup>TH</sup>**

If you have a maintenance emergency (gas, water, electricity) please call the office and listen to the answering machine to get the phone number to the maintenance staff on call. You must then hang up and call the number you are given to report your emergency.



**Saturday, May 6<sup>th</sup> 8a-12p**

The bridge will be closed to promote a good and healthy living. Go out and enjoy the beautiful spring weather and work your way to a healthier life.

**RUNNERS-WALKERS-BIKERS**



**SUNDAY, MAY 14<sup>TH</sup>**



Reminder that pest control spraying will be on **FRIDAY, MAY 12<sup>TH</sup>**. 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.



**FRIDAY, MAY 5<sup>TH</sup>**



**INCOME CHANGE**

INCOME CHANGES MUST BE REPORTED TO THE OFFICE WITHIN **10 DAYS!** IF YOU DO NOT REPORT THIS CHANGE OF INCOME WITHIN 10 DAYS, YOU ARE VIOLATING THE TERMS OF YOUR LEASE AND IT COULD BE TERMINATED. AS MANY OF YOU HAVE RECENTLY FOUND OUT, AS BEING PART OF A FEDERALLY FUNDED PROGRAM, HUD SENDS US A REPORT WHEN A TENANTS INCOME HAS CHANGED. IT IS IN YOUR BEST INTEREST TO TELL US **BEFORE** HUD DOES!