



Berwick Housing Authority

NEWSLETTER

APRIL 2024

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

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

berwickhousing@berwickhousingauthority.com

Visit our website:

Berwickhousingauthority.com



TEMPORARY SUSPENSION OF ONLINE PAYMENTS THROUGH TENANT PORTAL

Disabling your ability to pay rent online on March 14, 2024 is only temporary. Online payment services will be restored in the near future. We will notify you as soon as the tenant portal becomes available again. Other payment methods are check, money order and debit/credit card machine at the office.



IF YOU ARE PAYING RENT WITH A DEBIT/CREDIT CARD AT THE OFFICE, PLEASE COME NO LATER THAN 3:30 PM. WE CLOSE OUT THE CREDIT/DEBIT CARD MACHINE AT 3:30 TO PREPARE THE DAILY DEPOSIT FOR THE BANK.



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

Rental Payment

Please **DO NOT** come in to pay your rent until you receive your rent statement. We have to finish closing out the previous month and post the next month's rent before you can pay. You need to see the balance on your rent statement to ensure you pay the full amount. You may have a gas bill, work order charge, etc. We appreciate you wanting to pay early, but please give us time to close out and open the new month.

BERWICK TOWN MARKET
SATURDAY, APRIL 20TH
UNDER HWY. 90 BRIDGE



MONEY ORDER

WHEN PAYING RENT WITH A MONEY ORDER, PLEASE DO NOT SIGN THE BACK OF THE MONEY ORDER!!



If you are a tenant who struggles to pay their rent every month, please consider paying extra when you receive your income tax return. You can pay one, two, three or more months rent in advance. This would make your life a whole lot easier by taking away the stress of getting your bills paid every month!
SPEND YOUR RETURN WISELY

Respectful Communication



When calling the office, we ask that you please be respectful. We understand that you may be upset about something, but it is still not an excuse to scream and use foul language. If you do this, we will politely hang-up. You can call back after you have calmed down and are ready to have a civilized conversation.



Reminder that pest control spraying will be on **FRIDAY, APRIL 12th**. 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. **THE MOST IMPORTANT PART OF ELIMINATING ROACHES IS TO SWEEP OUT OR VACUUM DEAD ROACHES FOR THE CABINETS, DRAWERS AND ALL APPLIANCES AT LEAST ONCE A WEEK!**



LIVE MUSIC SERIES
Front Street Dock in MC
Friday, April 5-6:30 p-9:30 p
Swampland Revival
Friday, April 12-6:30 p-9:30 p
Dejavu
Friday, April 19-6:30 p-9:30 p
Shorts in December
Friday, April 26-6:30 p-9:30 p
South 70

Late Fees

Even though you signed a late agreement, you still get the \$10 late fee if you don't pay by the 8th working day of the month. You don't get the **strike** until the 15th of the month.