

**ADAMS PARK APARTMENTS  
STANDARD CHARGE LIST**

According to the Dwelling Lease of the Adams Park Apartments, the Tenant shall use care to keep the dwelling unit in such condition as to prevent health, sanitation, or unsafe problems from arising. The Tenant shall notify management promptly of known need for repairs to the apartment. *Replacements and repairs caused by ordinary wear and tear are made by management without cost to the Tenant.*

Whenever damage to the unit or property is caused by carelessness, misuse or neglect on the part of the Tenant, his/her family or visitors, the Tenant agrees to pay the cost of all repairs.

When appropriate, such charges shall be billed to the Tenant and shall specify the items of damage, repairs made and the total cost.

**MINIMUM LABOR RATE CHARGES:**

Janitorial Services by GRHC staff	\$28.75 per hour
Maintenance Repairs by GRHC staff	\$32.00 per hour
Services or Repairs by Contractor	Actual Cost

Minimum labor cost of one (1) hour will be charged for services or repairs of less than an hour duration. Cost of materials will be added to repair and service charges. After hours or emergency calls will result in additional charges.

**PAINTING:**

Actual cost will be assessed to a vacating Tenant if more than a touch-up is necessary for units occupied less than six (6) months. The actual cost of labor and materials will be assessed when wall repairs or extra costs of paint are necessary in a unit.

**FLOORING:**

Carpet and linoleum replacement will be pro-rated on the age of the covering:

Up to two (2) years	Full Actual Cost
Two (2) to four (4) years	One-half of Full Actual Cost
Five (5) to seven (7) years	One-quarter of Full Actual Cost

**FREQUENT CHARGES:**

Lock Change	\$56.00	Mailbox Key	\$ 6.00
After Hour Lockout	\$85.00	Stove Burner Pan (Small)	\$ 2.00
Apt. Key Replacement	\$10.00	Stove Burner Pan (Large)	\$ 4.00
Key Fob	\$20.00	Unstop Toilet or Disposal	\$25.00

ALL OTHER CHARGES THAT ARE NOT LISTED ABOVE WILL BE BILLED TO THE TENANT AT ACTUAL COST FOR LABOR PLUS MATERIALS.

**CAMPAU COMMONS APARTMENTS  
STANDARD CHARGE LIST**

According to the Dwelling Lease of the Campau Commons, the Tenant shall use care to keep the dwelling unit in such condition as to prevent health, sanitation, or unsafe problems from arising. The Tenant shall notify management promptly of known need for repairs to the apartment. *Replacements and repairs caused by ordinary wear and tear are made by management without cost to the Tenant.*

Whenever damage to the unit or property is caused by carelessness, misuse or neglect on the part of the Tenant, his/her family or visitors, the Tenant agrees to pay the cost of all repairs.

When appropriate, such charges shall be billed to the Tenant and shall specify the items of damage, repairs made and the total cost.

**MINIMUM LABOR RATE CHARGES:**

Janitorial Services by GRHC staff	\$28.75 per hour
Maintenance Repairs by GRHC staff	\$32.00 per hour
Services or Repairs by Contractor	Actual Cost

Minimum labor cost of one (1) hour will be charged for services or repairs of less than an hour duration. Cost of materials will be added to repair and service charges. After hours or emergency calls will result in additional charges.

**PAINTING:**

Actual cost will be assessed to a vacating Tenant if more than a touch-up is necessary for units occupied less than six (6) months. The actual cost of labor and materials will be assessed when wall repairs or extra costs of paint are necessary in a unit.

**FLOORING:**

Carpet and linoleum replacement will be pro-rated on the age of the covering:

Up to two (2) years	Full Actual Cost
Two (2) to four (4) years	One-half of Full Actual Cost
Five (5) to seven (7) years	One-quarter of Full Actual Cost

**FREQUENT CHARGES:**

Lock Change	\$ 65.00	Screens (New Frame)	\$ 80.00
Lock Change w/ One Ext.	\$ 50.00	Screens With Undamaged Frame	\$ 15.00
Entrance		Broken Window (Large)	\$205.00
Lock Out	\$ 25.00	Broken Window (Small)	\$180.00
After Hour Lock Out	\$ 85.00	Closet Door Replacement	\$ 67.00
Unstop Toilet/Garbage Disposal	\$ 25.00	Closet Door Handle	\$ 33.00
Key Replacement	\$ 8.00		

ALL OTHER CHARGES THAT ARE NOT LISTED ABOVE WILL BE BILLED TO THE TENANT AT ACTUAL COST FOR LABOR PLUS MATERIALS.

**CRESTON PLAZA APARTMENTS  
STANDARD CHARGE LIST**

According to the Dwelling Lease of the Creston Plaza, the Tenant shall use care to keep the dwelling unit in such condition as to prevent health, sanitation, or unsafe problems from arising. The Tenant shall notify management promptly of known need for repairs to the apartment. *Replacements and repairs caused by ordinary wear and tear are made by management without cost to the Tenant.*

Whenever damage to the unit or property is caused by carelessness, misuse or neglect on the part of the Tenant, his/her family or visitors, the Tenant agrees to pay the cost of all repairs.

When appropriate, such charges shall be billed to the Tenant and shall specify the items of damage, repairs made and the total cost.

**MINIMUM LABOR RATE CHARGES:**

Janitorial Services by GRHC staff	\$28.75 per hour
Maintenance Repairs by GRHC staff	\$32.00 per hour
Services or Repairs by Contractor	Actual Cost

Minimum labor cost of one (1) hour will be charged for services or repairs of less than an hour duration. Cost of materials will be added to repair and service charges. After hours or emergency calls will result in additional charges.

**PAINTING:**

Actual cost will be assessed to a vacating Tenant if more than a touch-up is necessary for units occupied less than six (6) months. The actual cost of labor and materials will be assessed when wall repairs or extra costs of paint are necessary in a unit.

**FLOORING:**

Carpet and linoleum replacement will be pro-rated on the age of the covering:

Up to two (2) years	Full Actual Cost
Two (2) to four (4) years	One-half of Full Actual Cost
Five (5) to seven (7) years	One-quarter of Full Actual Cost

**FREQUENT CHARGES:**

Lock Change	\$ 65.00	Screens (New Frame)	\$ 80.00
Lock Change w/ One Ext.	\$ 50.00	Screens With Undamaged Frame	\$ 15.00
Entrance		Broken Window (Large)	\$205.00
Lock Out	\$ 25.00	Broken Window (Small)	\$180.00
After Hour Lock Out	\$ 85.00	Closet Door Replacement	\$ 67.00
Unstop Toilet/Garbage Disposal	\$ 25.00	Closet Door Handle	\$ 33.00
Key Replacement	\$ 8.00		

ALL OTHER CHARGES THAT ARE NOT LISTED ABOVE WILL BE BILLED TO THE TENANT AT ACTUAL COST FOR LABOR PLUS MATERIALS.

**HOPE COMMUNITY  
STANDARD CHARGE LIST**

According to the Dwelling Lease of the Hope Community, the Tenant shall use care to keep the dwelling unit in such condition as to prevent health, sanitation, or unsafe problems from arising. The Tenant shall notify management promptly of known need for repairs to the apartment. *Replacements and repairs caused by ordinary wear and tear are made by management without cost to the Tenant.*

Whenever damage to the unit or property is caused by carelessness, misuse or neglect on the part of the Tenant, his/her family or visitors, the Tenant agrees to pay the cost of all repairs.

When appropriate, such charges shall be billed to the Tenant and shall specify the items of damage, repairs made and the total cost.

MINIMUM LABOR RATE CHARGES:

Janitorial Services by GRHC staff	\$28.75 per hour
Maintenance Repairs by GRHC staff	\$32.00 per hour
Services or Repairs by Contractor	Actual Cost

Minimum labor cost of one (1) hour will be charged for services or repairs of less than an hour duration. Cost of materials will be added to repair and service charges. After hours or emergency calls will result in additional charges.

PAINTING:

Actual cost will be assessed to a vacating Tenant if more than a touch-up is necessary for units occupied less than six (6) months. The actual cost of labor and materials will be assessed when wall repairs or extra costs of paint are necessary in a unit.

FLOORING:

Carpet and linoleum replacement will be pro-rated on the age of the covering:

Up to two (2) years	Full Actual Cost
Two (2) to four (4) years	One-half of Full Actual Cost
Five (5) to seven (7) years	One-quarter of Full Actual Cost

FREQUENT CHARGES:

Stove Burner Pans

- Small - \$2.00 Large - \$25.00

Lock Change - Apartment	\$46.00	*Screen:	
Lock Change - Duplex	51.00	- Patio	\$120.00
Key Replacement	8.00	- Large (LR/BR)	25.00
Key Card	15.00	- Small (Bathroom/Small Kitchen)	18.00
After Hour Lockout	85.00	Unstop Toilet or Garbage Disposal	\$ 25.00

ALL OTHER CHARGES THAT ARE NOT LISTED ABOVE WILL BE BILLED TO THE TENANT AT ACTUAL COST FOR LABOR PLUS MATERIALS.

**LEONARD TERRACE APARTMENTS  
STANDARD CHARGE LIST**

According to the Dwelling Lease of the Leonard Terrace Apartments, the Tenant shall use care to keep the dwelling unit in such condition as to prevent health, sanitation, or unsafe problems from arising. The Tenant shall notify management promptly of known need for repairs to the apartment. *Replacements and repairs caused by ordinary wear and tear are made by management without cost to the Tenant.*

Whenever damage to the unit or property is caused by carelessness, misuse or neglect on the part of the Tenant, his/her family or visitors, the Tenant agrees to pay the cost of all repairs.

When appropriate, such charges shall be billed to the Tenant and shall specify the items of damage, repairs made and the total cost.

**MINIMUM RATE CHARGES:**

Janitorial Services by GRHC staff	\$28.75 per hour
Maintenance Repairs by GRHC staff	\$32.00 per hour
Services or Repairs by Contractor	Actual Cost

Minimum labor cost of one (1) hour will be charged for services or repairs of less than an hour duration. Cost of materials will be added to repair and service charges. After hours or emergency calls will result in additional charges.

**PAINTING:**

Actual cost will be assessed to a vacating Tenant if more than a touch-up is necessary for units occupied less than six (6) months. The actual cost of labor and materials will be assessed when wall repairs or extra coats of paint are necessary in a unit.

**FLOORING:**

Carpet and linoleum replacement will be pro-rated on the age of the covering:

Up to two (2) years	Full Actual Cost
Two (2) to four (4) years	One-half of Full Actual Cost
Five (5) to seven (7) years	One-quarter of Full Actual Cost

**FREQUENT CHARGES:**

Lock Change	\$ 46.00	Unstop Toilet/Garbage Disposal	\$ 25.00
Key Replacement	\$ 8.00	Stove burner pans – Small	\$ 2.00
Key Fob	\$ 15.00	Stove burner pans – Large	\$ 4.00

ALL OTHER CHARGES THAT ARE NOT LISTED ABOVE WILL BE BILLED TO THE TENANT AT ACTUAL COST FOR LABOR PLUS MATERIALS.

**MT. MERCY APARTMENTS  
STANDARD CHARGE LIST**

According to the Dwelling Lease of the Mt. Mercy Apartments, the Tenant shall use care to keep the dwelling unit in such condition as to prevent health, sanitation, or unsafe problems from arising. The Tenant shall notify management promptly of known need for repairs to the apartment. *Replacements and repairs caused by ordinary wear and tear are made by management without cost to the Tenant.*

Whenever damage to the unit or property is caused by carelessness, misuse or neglect on the part of the Tenant, his/her family or visitors, the Tenant agrees to pay the cost of all repairs.

When appropriate, such charges shall be billed to the Tenant and shall specify the items of damage, repairs made and the total cost.

**MINIMUM LABOR RATE CHARGES:**

Janitorial Services by GRHC staff	\$28.75 per hour
Maintenance Repairs by GRHC staff	\$32.00 per hour
Services or Repairs by Contractor	Actual Cost

Minimum labor cost of one (1) hour will be charged for services or repairs of less than an hour duration. Cost of materials will be added to repair and service charges. After hours or emergency calls will result in additional charges.

**PAINTING:**

Actual cost will be assessed to a vacating Tenant if more than a touch-up is necessary for units occupied less than six (6) months. The actual cost of labor and materials will be assessed when wall repairs or extra costs of paint are necessary in a unit.

**FLOORING:**

Carpet and linoleum replacement will be pro-rated on the age of the covering:

Up to two (2) years	Full Actual Cost
Two (2) to four (4) years	One-half of Full Actual Cost
Five (5) to seven (7) years	One-quarter of Full Actual Cost

**FREQUENT CHARGES:**

Lock Change - Apartment	\$51.00
Key Replacement	\$ 8.00
Key Card	\$15.00
After Hour Lockout	\$85.00
Unstop toilet/garbage disposal	\$25.00
Stove burner Pans - (Small)	\$ 2.00
Stove burner Pans - (Large)	\$ 4.00

**ALL OTHER CHARGES THAT ARE NOT LISTED ABOVE WILL BE BILLED TO THE TENANT AT ACTUAL COST FOR LABOR PLUS MATERIALS.**

**RANSOM TOWER APARTMENTS  
STANDARD CHARGE LIST**

According to the Dwelling Lease of the Ransom Tower Apartments, the Tenant shall use care to keep the dwelling unit in such condition as to prevent health, sanitation, or unsafe problems from arising. The Tenant shall notify management promptly of known need for repairs to the apartment. *Replacements and repairs caused by ordinary wear and tear are made by management without cost to the Tenant.*

Whenever damage to the unit or property is caused by carelessness, misuse or neglect on the part of the Tenant, his/her family or visitors, the Tenant agrees to pay the cost of all repairs.

When appropriate, such charges shall be billed to the Tenant and shall specify the items of damage, repairs made and the total cost.

**MINIMUM LABOR RATE CHARGES:**

Janitorial Services by GRHC staff	\$28.75 per hour
Maintenance Repairs by GRHC staff	\$32.00 per hour
Services or Repairs by Contractor	Actual Cost

Minimum labor cost of one (1) hour will be charged for services or repairs of less than an hour duration. Cost of materials will be added to repair and service charges. After hours or emergency calls will result in additional charges.

**PAINTING:**

Actual cost will be assessed to a vacating Tenant if more than a touch-up is necessary for units occupied less than six (6) months. The actual cost of labor and materials will be assessed when wall repairs or extra costs of paint are necessary in a unit.

**FLOORING:**

Carpet and linoleum replacement will be pro-rated on the age of the covering:

Up to two (2) years	Full Actual Cost
Two (2) to four (4) years	One-half of Full Actual Cost
Five (5) to seven (7) years	One-quarter of Full Actual Cost

**FREQUENT CHARGES:**

Lock Change/Apt. or Mailbox	\$55.00	Key Card	\$10.00
After Hour Lockout	85.00	Stove Burner Pan (Small)	2.00
Apt. Key Replacement	5.00	Stove Burner Pan (Large)	4.00
Mailbox Key Replacement	2.00	Light Fixture Globe (dining room)	5.00
Key Fobs	\$15.00	Unstop toilet or garbage disposal	\$25.00

**ALL OTHER CHARGES THAT ARE NOT LISTED ABOVE WILL BE BILLED TO THE TENANT AT ACTUAL COST FOR LABOR PLUS MATERIALS.**

**SCATTERED SITES APARTMENTS  
STANDARD CHARGE LIST**

According to the Dwelling Lease of the Scattered Sites, the Tenant shall use care to keep the dwelling unit in such condition as to prevent health, sanitation, or unsafe problems from arising. The Tenant shall notify management promptly of known need for repairs to the apartment. *Replacements and repairs caused by ordinary wear and tear are made by management without cost to the Tenant.*

Whenever damage to the unit or property is caused by carelessness, misuse or neglect on the part of the Tenant, his/her family or visitors, the Tenant agrees to pay the cost of all repairs.

When appropriate, such charges shall be billed to the Tenant and shall specify the items of damage, repairs made and the total cost.

**MINIMUM LABOR RATE CHARGES:**

Janitorial Services by GRHC staff	\$28.75 per hour
Maintenance Repairs by GRHC staff	\$32.00 per hour
Services or Repairs by Contractor	Actual Cost

Minimum labor cost of one (1) hour will be charged for services or repairs of less than an hour duration. Cost of materials will be added to repair and service charges. After hours or emergency calls will result in additional charges.

**PAINTING:**

Actual cost will be assessed to a vacating Tenant if more than a touch-up is necessary for units occupied less than six (6) months. The actual cost of labor and materials will be assessed when wall repairs or extra costs of paint are necessary in a unit.

**FLOORING:**

Carpet and linoleum replacement will be pro-rated on the age of the covering:

Up to two (2) years	Full Actual Cost
Two (2) to four (4) years	One-half of Full Actual Cost
Five (5) to seven (7) years	One-quarter of Full Actual Cost

**FREQUENT CHARGES:**

Lock Change	\$ 65.00	Screens (New Frame)	\$ 80.00
Lock Change w/ One Ext.	\$ 50.00	Screens With Undamaged Frame	\$ 15.00
Entrance		Broken Window (Large)	\$205.00
Lock Out	\$ 25.00	Broken Window (Small)	\$180.00
After Hour Lock Out	\$ 85.00	Closet Door Replacement	\$ 50.00
Unstop Toilet/Garbage Disposal	\$ 25.00	Closet Door Handle	\$ 33.00
Key Replacement	\$ 8.00		

ALL OTHER CHARGES THAT ARE NOT LISTED ABOVE WILL BE BILLED TO THE TENANT AT ACTUAL COST FOR LABOR PLUS MATERIALS.



**SHELDON APARTMENTS  
STANDARD CHARGE LIST**

According to the Dwelling Lease of the Sheldon Apartments, the Tenant shall use care to keep the dwelling unit in such condition as to prevent health, sanitation, or unsafe problems from arising. The Tenant shall notify management promptly of known need for repairs to the apartment. *Replacements and repairs caused by ordinary wear and tear are made by management without cost to the Tenant.*

Whenever damage to the unit or property is caused by carelessness, misuse or neglect on the part of the Tenant, his/her family or visitors, the Tenant agrees to pay the cost of all repairs.

When appropriate, such charges shall be billed to the Tenant and shall specify the items of damage, repairs made and the total cost.

**MINIMUM LABOR RATE CHARGES:**

Janitorial Services by GRHC staff	\$28.75 per hour
Maintenance Repairs by GRHC staff	\$32.00 per hour
Services or Repairs by Contractor	Actual Cost

Minimum labor cost of one (1) hour will be charged for services or repairs of less than hour duration. Cost of materials will be added to repair and service charges. After hours or emergency calls will result in additional charges.

**PAINTING:**

Actual cost will be assessed to a vacating Tenant if more than a touch-up is necessary for units occupied less than six (6) months. The actual cost of labor and materials will be assessed when wall repairs or extra costs of paint are necessary in a unit.

**FLOORING:**

Carpet and linoleum replacement will be pro-rated on the age of the covering:

Up to two (2) years	Full Actual Cost
Two (2) to four (4) years	One-half of Full Actual Cost
Five (5) to seven (7) years	One-quarter of Full Actual Cost

**FREQUENT CHARGES:**

Lock Change at Apartment	\$45.00	Key Card	\$15.00
Lock Change for Cottage	\$60.00	Stove Burner Pan (Small)	\$ 3.00
Lock Out	\$30.00	Stove Burner Pan (Large)	\$ 5.00
After Hour Lock Out	\$85.00	Unstop Toilet or Garbage Disposal	\$25.00
Key Replacement	\$ 5.00		

ALL OTHER CHARGES THAT ARE NOT LISTED ABOVE WILL BE BILLED TO THE TENANT AT ACTUAL COST FOR LABOR PLUS MATERIALS.