

**AMSTERDAM HOUSING AUTHORITY**

**RESIDENT MAINTENANCE CHARGES, SALES AND SERVICE FEES**

**EFFECTIVE JULY 1, 2018**

<b>Item</b>	<b>Charge</b>
<b>Keys</b>	
Apartment	\$25.00 per key
Mailbox (Hi Rise & Stratton)	\$25.00 per key
<b>Replacement Key Cores</b>	
Hi Rise & Stratton	\$42.00
Garden	\$42.00 each
Fob (Hi Rise & Stratton)	\$25.00 For the First FOB \$50.00 For the Second FOB \$100.00 For the Third FOB
Lost FOB Replacement	\$50.00
<b>Resident Lock Outs</b>	
<p><b>Including retrieval of keys when dropped in elevator shaft.</b></p> <p><b>(Tenant will not be charged for the 1<sup>st</sup> lockout, only after the first month of move in.)</b></p> <p><b>(*See comment on last page of charges)</b></p>	
<b>During working hours</b>	<b>No Charge</b>
<b>During overtime hours</b>	<b>Current labor rate</b> <b>Mon-Sat 1 ½ hours of labor (minimum) Sundays and Holidays 2 hours of labor (minimum)</b>

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<b>Cleaning Resident Yards</b>	
<b>General clean up</b>	<b>\$25.00 per hour (1 hour- minimum)</b>
<b>Removal of Household Items</b> <b>Appliances, microwaves, etc</b>	<b>\$25.00 per item</b> <b>(**See comment on last page of charges)</b>
<b>Removal of Several Household Items</b>	<b>Resident will be charged the tipping fee at MOSA plus one hour of labor, minimum. If maintenance has to remove the item(s) from each room resident will pay an extra hour of labor.</b>
<b>Removing household items from one apartment to another</b>	<b>Tenant where item is going to will be charged \$25 per item</b>
<b>Tire Removal</b>	<b>\$3.00 per tire</b>
<b>Excessive Use of Garbage Chutes</b>	
<b>Hi Rise &amp; Stratton Only</b>	<b>Current labor rate (one hour minimum)</b> <b>Mon-Sat 1 ½ hours of labor (minimum) Sundays and Holidays 2 hours of labor (minimum)</b>
<b>Snow Removal from Resident Sidewalk</b>	
<b>Garden Apartments</b>	<b>Current labor rate (one hour minimum)</b> <b>Mon-Sat 1 ½ hours of labor (minimum) Sundays and Holidays 2 hours of labor (minimum)</b>
<b>Appliance Cleaning</b>	
<b>Range</b>	<b>\$50.00</b>
<b>Range Hood</b>	<b>\$30.00</b>
<b>Hood Filters</b>	<b>\$20.00</b>
<b>Refrigerators</b>	<b>\$40.00</b>
<b>Drip pans for Hi Rise&amp; Stratton</b>	<b>\$3.00</b>

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<b>Appliance Parts</b>	
<b>Any part damaged by a resident will be replaced at the current market value of the part, plus labor.</b>	
<b>Bulbs for hood fans</b>	<b>\$6.00 each or two for \$10.00</b>
<b>Fire stops for hood fans</b>	<b>\$50.00</b>
<b>Window and Doors</b>	
<b>Insulated window glass replacement</b>	<b>Market value plus labor</b>
<b>Replacement screens</b>	<b>\$35.00</b>
<b>Repair screens</b>	<b>\$25.00</b>
<b>All interior passage doors</b>	<b>\$17.00 passage \$23.00 privacy</b>
<b>Damaged door handles (***See comment on last page of charges)</b>	<b>Market value plus labor</b>
<b>Bi-fold and sliding doors</b>	<b>Market value plus labor</b>
<b>Storm doors</b>	<b>Market value plus labor</b>
<b>Shades (All window shades will be provided at move in. Any damaged shades will be exchanged on annual inspections and the tenant will be charged).</b>	<b>\$12.00</b>
<b>Curtain rods</b>	<b>\$1.25 per foot</b>
<b>Kitchens and Baths</b>	
<b>Damaged towel bars</b>	<b>Market value plus labor</b>
<b>Paper holders</b>	<b>Market value labor</b>
<b>Damaged bathroom floor with sub floor</b>	<b>Current Market Value, plus labor (one hour minimum)</b>
<b>Damaged kitchen floor</b>	<b>Current Market Value, plus labor (one hour minimum)</b>

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<b>Damaged cabinets</b>	<b>Market value plus labor</b>
<b>Countertop/Backsplash</b>	<b>Market value labor</b>
<b>Kitchen or bathroom faucets</b>	<b>Market value labor</b>
<b>Replace toilet due to irretrievable object</b>	<b>\$160.00 Standard \$215.00 Elongated</b>
<b>Replace toilet seat due to damage</b>	<b>\$25.00 Standard \$30.00 Elongated</b>
<b>Plugged tubs, sinks, toilets thru resident negligence</b>	<b>Current labor rate (one hour minimum)</b>
<b>Plunge tubs, sinks, toilets thru resident negligence on over time</b>	<b>Mon-Sat 1 ½ hours of labor (minimum) Sundays and Holidays 2 hours of labor (minimum)</b>
<b>Plunge toilet during work hours</b>	<b>\$8.00</b>
<b>Plunge toilet overtime</b>	<b>Mon-Sat 1 ½ hours of labor (minimum) Sundays and Holidays 2 hours of labor (minimum)</b>
<b>Sewer line plugged inside or outside during work hours (*****See comment on last page of charges)</b>	<b>Current labor rate</b>
<b>Sewer line plugged inside or outside during overtime</b>	<b>Mon-Sat 1 ½ hours of labor (minimum) Sundays and Holidays 2 hours of labor (minimum) If maintenance has to remove belongings from closet, in order to access the drain, tenant will be charged an extra ½ hour of labor</b>
<b>All handles, shelves, brackets, etc</b>	<b>Market value plus labor</b>
<b>Electrical</b>	
<b>Ceiling fan or chandelier type installation</b>	<b>Labor + parts approximately \$50.00</b>
<b>National Grid turns off power for nonpayment</b>	
<b>During work hours</b>	<b>No charge</b>
<b>During overtime</b>	<b>Mon-Sat 1 ½ hours of labor (minimum) Sundays and Holidays 2 hours of labor (minimum)</b>

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<b>Reset smoke alarms after one warning During work hours</b>	<b>No charge</b>
<b>During overtime</b>	<b>Mon-Sat 1 ½ hours of labor (minimum) Sundays and Holidays 2 hours of labor (minimum)</b>
<b>Miscellaneous</b>	
<b>Vandalism and graffiti</b>	<b>Market value plus labor</b>
<b>Air conditioner install/remove (*****See comment on last page of charges)</b>	<b>\$25.00 if maintenance installs/ removes before/ after scheduled time</b>
<b>Window damage caused by tenant</b>	<b>Market value plus labor</b>
<b>Extermination if not prepared</b>	<b>If company charges us, cost will be passed on to tenant</b>
<b>Damage to garage sheds</b>	<b>Market value plus labor</b>
<b>Heater filter in Garden Apartments</b>	<b>Mon-Sat 1 ½ hours of labor (minimum) Sundays and Holidays 2 hours of labor (minimum)</b>

**\*Residents will be charged for unlocking door when the call is made by maintenance. If you get into your unit before maintenance arrives, or you are not present waiting for maintenance to arrive, you'll be charged for maintenance to unlock your door.**

**\*\*The garbage truck is strictly for regular garbage. At no time whatsoever is any tenant to throw away dressers, mattresses, box springs, air conditioners, tires, etc. into the truck, you must call AHA office at 842-2895 and place a work order to have items removed. If we see you putting items into the garbage truck that should not be there you will be charged double the fee.**

**\*\*\*REAC (Real Estate Assessment Center) requires that your bathroom door have a privacy handle on it, which the AHA already provides. Additional locks or chains on the apartment doors are not permitted. If we have to remove and or change any locking device on any door, other than the one assigned by the AHA you will be charged one-hour labor, minimum.**

**\*\*\*\*All kitchen sinks are back to back. When these drains are clogged due to tenant negligence, the charge will be divided between two tenants.**

**\*\*\*\*\*Garden Apartments - - - every two apartments share a sewer line. When these lines are clogged due to tenant negligence, the charge will be divided between the two units.**

**\*\*\*\*\*At no time whatsoever is the tenant or any other person allowed to install or remove air conditioners from the windows. Air conditioners will be installed and removed by our maintenance department at a certain time of the year.**

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**ANY DAMAGE CAUSED BY RESIDENT NEGLIGENCE WILL BE CHARGED MARKET PRICE  
FOR PARTS PLUS LABOR.**