



### **RULES FOR USE OF COMMUNITY ROOM**

1. Must be tenant of the Housing Authority of the City of Pittston
2. A \$50 refundable deposit is required when receiving the keys to the community room/building. When they keys are returned to this office and the room/building is inspected the deposit will be returned to the tenant. Should there be any damage the tenant will receive an itemized bill and the \$50 deposit will be applied to the charges for repairs.
3. No tenant will be permitted use of the community room/building if their rent is delinquent, or any money is owed to the housing authority at the time of receiving the keys.
4. Tenant must come into the office to personally receive the keys. Keys will not be given to any other person other than the tenant/leaseholder.
5. All appliances, rest rooms, countertops, floors, sinks, and rooms must be clean after use. Tables and chairs must be wiped down after use.
6. Community rooms are not permitted to be used after 11:00pm.
7. No alcoholic beverages are permitted.
8. Decorations must be non-permanent and non-damaging to walls/ceilings/windows and the room. Sticky tape or residue remaining on walls, windows, or areas of the room will be charged with damage.
9. All windows must be closed and locked prior to leaving the building.
10. Keys must be returned promptly to the office.
11. Tenants who do not cooperate with the above rules while using the community room/building will not be permitted to use the building in the future.

**Signature of Tenant:**

**Date:**

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