

EMAIL LIST

If you don't already receive our emails and want to, please email kspain@watervliethousing.org with your name and apartment number to be added to our list. We will be able to send you important information about work being done around the sites, community events, and any policy changes being made at the Watervliet Housing Authority. Please be sure the office has all of your contact information up to date in our system including a working phone number, email address, and current license plate number. We **need** to be able to contact you efficiently.



SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5 LABOR DAY OFFICE CLOSED	6	7	8 LAST DAY RENT IS DUE	9	10
11	12	13 MICHAEL J DAY INSPECTIONS APT 1-20 APT 21-40 APT 41-66			16 APT 67-90	17
18	19	20	21	22 FIRST DAY OF FALL	23	24
25	26 WHA BOARD MEETING	27	28	29	30	

TAKING CARE OF THE PROPERTY

We would like to remind all of our tenants that we expect the immediate area around your apartment to be kept tidy. If maintenance has to pick up garbage or remove plants that were planted and not kept up, you risk being back charged for their time.

AFTER HOURS EMERGENCY LINE

The after-hours emergency number is strictly for after-hours emergencies. Monday through Friday between 8:00 AM and 4:00 PM, please contact someone in the office directly for any maintenance requests, even emergencies. A reminder that if you call for a non-emergency you will be back charged. If you need to use the number, please leave a message and someone will get back to you as soon as they can.

VRV PARKING LOT

The VRV parking lot is a one-way entrance and exit. Under no circumstances should residents or guests be driving the opposite direction. As a reminder, children should not be playing in the parking lot. Not only is it dangerous, but if a car is driving in the wrong direction, the likelihood of them getting hurt significantly increases.

WORK ORDERS

Remember that you must call all work orders into the office. Do not tell a maintenance man when you see them. Please note that anyone in the office can process a work order for you. Thank you for your cooperation.

PET REMINDERS

As stated in your pet policy, as a pet owner, you are responsible for picking up your dog's waste. There have been several complaints of residents not picking up waste. Failure to do so will result in charges to your account. To protect the safety of others, dogs must **always** be on a leash while outside. *Please remember that having visiting pets at your apartment is prohibited.* Thank you for your understanding.

FIRE EXTINGUISHERS

If you need to use the fire extinguisher provided to you in your apartment for any reason, please contact the office immediately. It is important that you have a full fire extinguisher in your apartment at all times.

GARBAGE

All garbage must be placed inside of your garbage cans with the lid closed. Under no circumstances should bags be put on the street next to your garbage cans. Additionally, garbage cans and recycle bins must be brought back to your apartment once the trash has been removed. Failure to do so will result in charges to your account.

OFFICE CLOSED

The office will be closed on Monday, September 5th, for Labor Day.

MJD ANNUAL INSPECTIONS

Michael J. Day annual inspections will be held on September 13th through September 16th and will begin around 10 AM. Please make sure ALL items are removed from the window area. Remove all items off the top of your stove and off the burners. You do not need to be home for the inspection. Please promptly notify the WHA if anyone in your family has any COVID-19 symptoms or if anyone has tested positive. The inspection schedule is as follows:

Apts. 1-20	September 13th
Apts. 21-40	September 14th
Apts. 41-66	September 15th
Apts. 67-90	September 16th

REPORT ALL INCOME CHANGES

Don't forget that it is your responsibility to report all income changes within your household. If you are no longer working, have an increase in pay, are receiving unemployment, or you are newly employed, you **MUST** notify the WHA office. Failure to report ANY changes in income could result in money owed to the WHA.

HUMANE SOCIETY VACCINATION CLINIC

The Mohawk Hudson Humane Society will be holding a vaccination clinic on Saturday, September 10th from 8 AM to 11 AM at Johnstone Supply at 2600 6th Avenue in Troy. They will be offering free distemper vaccines, \$20 rabies vaccines, and \$20 microchipping (cats & dogs only). Pre-registration is preferred, and that can be done at tinyurl.com/sept10vax.

OUTDOOR PLAY

For any children using sports equipment around the WHA, kicking and bouncing balls off the buildings is not the way to properly use them. If they hit a window, it might break. Even slamming into it could cause damage to the frame or screen. If one were to slam into an air conditioner it could break. So please, play carefully! Parents are responsible for their child's outside behavior, good or bad. The parking lots, trees, and brick enclosures are not "playgrounds" for the children.



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