

POLICE HOUSING, LLC

TERM HOUSING LEASE CONTRACT

610-888-6969

Policehousing2@gmail.com

www.policehousing.com

We are Honored to assist in housing our brave civil servants.
The academy will test you physically and emotionally and is a life-changing experience. Cadets learn to meet and exceed seemingly impossible challenges.
Proper Rest is an important factor in your success.

At Police Housing, LLC, we offer a variety of living situations.
We offer single rooms (1 person per room) or shared rooms (2-3 people per room) in modern housing with lots of the amenities of being at home. Teamwork is an important component to YOUR Success. We have years of experience providing housing for our officers. We have developed an environment to offer you a home away from home. Just like at the Academy, there are house rules that need to be followed. We ask the group to appoint a Head of Household (HOH) to communicate with & during your stay.

Because this is a private home, we require the following: Application Fee,
Security Deposit, Cleaning Fee.

We make it very convenient with electronic payment via Venmo or Zelle.

Application: \$75.00

Full Name:

Address: _____

City: _____ State: _____

Zip: _____

DOB: _____ Social Security Number _____ - _____ - _____

Cell Phone: _____

Home Phone: _____

E-Mail: _____

Own Vehicles? Yes No

If Yes, year, make & model: _____

Attach copy of Driver's License

We offer 2 sessions of Police Housing

WINTER HOUSING

December -April

\$500 per Cadet/Officer per month + Utilities, Application & Security & cleaning fees.

Minimum of 5 months ending in April on Graduation Day.

We require Entire Season Prepayment.

SUMMER HOUSING

April 1 to Irish Weekend

Each officer is required to be signed in & out with the housing director or agent prior to their date of check-in & departure. A schedule will be provided to you for check in but please schedule your last day with your housing director/ agent. Check out can be no later than the end of Irish Weekend each year (this will vary each year in mid/late Sept.) If you would like to extend your stay, you must contact Police Housing, LLC 30 days ahead of check-out date; additional rates will apply.

Summer Rental Fee:

PRIVATE ROOM (1 officer) *

\$ 5100

(\$850 per month x Minimum 6 months Prepaid in advance)

Limited number of these rooms in each housing facility

Private room seasonal costs may vary depending upon housing location.

We reserve the right to assign housing.

SHARED ROOM

(2-3 officers per room) *

\$4500

(\$750.per month x Minimum 6 months Prepaid in advance)

This season we are assigning housing starting in the Baker location first. **Your Time Stamp will be issued when your Full Complete Payment is received.** We assign rooms *only* upon your application time stamp. We cannot control the amount of officers who apply for housing so it's critical that you get your application & full payment in as soon as possible in order to obtain the room selection preference (if available). If your application arrives for a private room and they are all filled, we will automatically move you into a shared room. We prefer for you to find your own academy/department roommates to have a shared room. If not, we will place one, if we have one. If not, the room rate fee will be adjusted to reflect a private room rate until you find a roommate. **NOTE: We have limited single rooms.**

Your initial deposit of \$1225.00 will reserve you a bed in one of our Police Housing, LLC locations. Final housing & room is assigned upon receipt of your FULL PAYMENT. This Time Stamp will authorize Police Housing, LLC to specify your exact housing location and your desired room preference if available.

YOUR \$1225 DEPOSIT WILL RESERVE YOUR NEEDED BED AT POLICE HOUSING WHILE YOU WORK ON YOUR FUNDS (see housing director for payment options if needed.)

ROOM RESERVATION DEPOSIT REQUIRED

Application Fee	\$ 75.00
Security Fee	\$1000.00
End of Term Cleaning Fee	<u>\$150.00</u>
Room Reservation Fee	\$1225.00 Due with application

ROOM SELECTION FEE (CIRCLE ONE)

\$5100.00 PRIVATE ROOM OR \$4500.00 SHARED ROOM

For Shared Rooms: I like to Room with

(Please list officer / cadet full name & phone # & Police Station)

\$ 5,100.00 OR \$ 4,500.00 (based on room selection) + \$1225.00 (Room Deposit/Reservation Fee)

Single Room:

Room Selection Fee	\$ 5100.00
Room Reservation	\$ 1225.00
Total Money Due	\$ 6325.00

Shared Room:

Room Selection Fee	\$ 4500.00
Room Reservation	\$ 1225.00
Total Money Due	\$ 5725.00

Date Room Reservation Fee Received:

DATE FULL PAYMENT RECEIVED

TIME STAMP ISSUED:

*For New Academy Cadets with serious financial issues only, after the \$1,225 room reservation fee; and payment of 50% of the housing costs above, there **may be** payment plan options available for the remaining 50% balance of the final housing fees, if your special circumstance qualifies; payment plans are not guaranteed to be available, but we will try to work with you as best as possible.*

-For Returning officers only, with serious financial issues, please speak with your supervisor & Police Housing LLC representative about possibly allowing a payroll deduction to cover the 50% remainder of the rental housing fees.

Payment plans do not include utilities, which are split among all officers in each house.

If you are starting the academy but were sponsored by a police department after April 1st & do not have full prepayment please have your sponsoring police department housing coordinator contact Police Housing, LLC directly (610-888-6969)

*Utilities are a shared responsibility and not included in rent. All utilities are divided equally among the number of officers/cadets in each house. For Summer rentals only, all utilities are divided by all occupants. Winter rentals are only responsible for electric, gas, & cable. See utility section below.

If the housing term needs to be extended - we will be happy to extend the term/time-period with additional fees, please see the Housing Director/Agent as soon as you know about needing an extension for the police department. A copy of the extension contract will be requested.

Note: House occupancy may vary, and we have a limited number of private rooms at each location. We will do our very best to honor private room selection, however not everyone can have a private room. Therefore, please make everyone feel comfortable no matter what the final room assignments work out to be. Timing of your full pre-payment is very important if you want a private room.

Shared room availability may also vary in each house as some rooms have 2 officers/ cadets while others have the ability to have 3 per room. If you have certain classmates whom you wish to room with, please make sure you list them by full names on your application.

Police Housing, LLC reserves the right to make changes to this housing contract at any time.

Please contact your Housing Director if you have any questions or concerns by calling/ texting 610-888-6969 any time.

If your room or house is left in poor condition this will result in all roommates being charged an additional cleaning/damage fee. Your house will be given to your group in fine condition, please maintain and return in the same condition.

This is a Non-Refundable Term Housing Lease - authorizing Police Housing, LLC to reserve housing for you in one of our locations. Please note rooms are limited and we operate with a first come first serve basis.

Sponsoring Police Station:

_____ **Start Date** _____

X _____
Signature of Officer/Cadet

Print Name

Signature of Housing Director

Attach copy of Driver's License

Please note this is a non-refundable Term Housing Lease in its entirety. All funds received are non-refundable and will be forfeited for any reason the contract is not fulfilled.

HOUSE SHARE RULES

Please work with your roommates to set rules for all to observe & respect for your health & safety as well your fellow officer. Each officer will have either their own private room, or will share a room with another officer, plus have use of shared common areas. These "common areas" need to be well maintained and cleaned at all times. It is the responsibility of each Officer to work together as a team to maintain their houses. House Checks may occur & if found less than satisfactory, fees may be assessed for house failing to meet approved conditions. If a housing location needs to have a cleaning service, pest or trash or any other extra services during the term of said housing, fees will be charged to each officer in the house and due immediately. Please Respect your house and keep it clean. No matter which session, each officer is required to be signed in & out with the housing director or agent prior to their "initial" date of check-in & prior to their desired date of "final" check-out. A schedule will be provided with dates & times for allowable house check -in days/times. Please

schedule your desired departure day & time with your housing director/ agent in writing 72 hours prior to your requested check-out. You must receive a written acknowledgement by the agent/ director before any departure. If you have a serious conflict with check-in or out times, please contact us in writing. No officers/cadets may move in or move out without written acknowledgment approving such dates and times.

Head of Household Requirement:

The Head of Household will work directly with the Police Housing, LLC or agent making sure all communication regarding your health welfare and safety is a top priority. They will have the authority to make household decisions if needed for the group. Please be respectful to them at all times and follow their instructions since we are advising you all now that their communication is through us. Each House must elect 1 Head of Household (HOH) or one will be appointed to represent your house team. Being listed as Head of House goes on your record with the Police Academy showing them your level of responsibility. We also report to your sponsoring Police Department. Please respect your roommates, space, property, and personal possessions

Note: Proper communication is key especially to successful living arrangements. We expect any disagreements to be settled with the utmost respect for each fellow officer as well as the house you all will be occupying. Any inappropriate behavior will be grounds for removal. Please consult HOH, if any problems arise for which you feel you need assistance or guidance. We are all here to help.

UTILITIES

Be mindful of utility conservation... Due to the extreme discounted rental rates all utilities are under a “house share” policy and are divided equally among the number of renters in each house.

Electric, Gas & Cable must be placed in cadets/officers names directly prior to day of check-in (proof is required).

Summer rentals only: The water and sewer will remain in Police Housing, LLC, name. However, they are also “house shared” utilities so still **YOUR** Responsibility so please be mindful of proper conservation. Water is Billed Quarterly. You will receive that invoice via email from the Housing Director. Payment of Water/sewer invoices are due upon receipt via Venmo or Zelle or late fees will be applied. Sewer Invoice will not arrive until January/February.

Roommates are required to work among themselves as part of the team building process to set up paying these bills on time as well as collecting their rightful fair share payments from their roommates monthly. Anyone who doesn't cooperate with the “share” policies or promptly reimburse fellow roommates. The water & sewer invoice will be paid to Police Housing, LLC by Summer Police Housing tenants; due on receipt. To be fair we recommend that each roommate take a utility or important house duty, (EX: Trash & recycling task). HOH may also assign house tasks & house weekly/daily duties, if needed, so that all roommates share in taking care of this group house.

Police Housing LLC, is payable through Venmo for any other expenses during the term that may arise or be charged to the house. We have a “payable upon request” policy for any “during term” additional expenses, fines or fees that may arise for any such reasons.

Important: No utilities payments, fines or fees are allowed to be deducted from your end of term security deposit.

Note: Please Promote conservation.... Lights out when not in rooms. Do not leave water running. Any failure to cooperate or respect house rules will result in NOTIFICATION TO YOUR POLICE DEPARTMENT OR ACADEMY SUPERVISOR!

Thank you ahead of time for your cooperation & conservation. Please be mindful of utility due dates.

We also have guardian angels, secret admirers & good Samaritans still in this world. We are contacted and asked how they help our Police Fire EMTs and all First Responders. HINT: They like to pick up utility bills, send over food trays, pay for Taco Nights, buy Breakfast Lunch and/ or Dinner Party trays

and a wide variety of other helpful and kind ways they like to show you all that you are very much appreciated!! Please have a house meeting so that your HOH may pass us a HOUSE WISH LIST. This way, when we are contacted, we may suggest your favorite foods or items from this wish list that these kind citizens wish to extend their gratitude to you all.

If only deposit is given, your application will be held for housing based upon availability at the time of your paid-in-full contract application. Bed assignments will be given at check in.

Housing deposits will only be accepted until housing locations are booked in full. You may elect to go on a waiting list.

If you elect to go on a waiting list & housing does not become available, deposit will be fully refunded.

NOTES: _____

Signature Confirmation Sheet

If the Cadet/Officer provides Police Housing, LLC with this Deposit or Prepayment and the Cadet/Officer does not take occupancy of said housing for whatever reason, All Funds are forfeited and non-refundable/non-transferable. Damages will be assessed against this deposit & any prepayment funds.

Cadet/Officer acknowledges they will fully provide Police Housing, LLC with their non-refundable payments for a room rental commitment fee. Signature below is proof of your acceptance of the above policy.

Signature of Cadet / Officer _____ Date _____

Signature of Housing Director/Agent _____ Date _____

POLICEHOUSING2@GMAIL.COM (610)-888-6969

This is a NON-REFUNDABLE term housing lease & commitment. Upon receipt of the deposit and the signed room authorization on a room and signature is accepted and authorized by the housing agent, as well as the officer & signature.

Below, a location will be secured and reserved for the listed officer. _____ Initial Here

Police Housing, LLC will then hold said location/room for specific officer arrival. If an officer fails to take possession, or if while said officer is occupying/in possession of room, and the officer quits, transfers, is removed, fired, fails out of Academy, or leaves for any reason during the pre-paid term above, no refunds are granted.

THIS IS A NON-REFUNDABLE TERM HOUSING LEASE _____ Initial Here

Please make sure you are fully aware of your responsibilities prior to signing this term housing lease agreement.

REFUND OF SECURITY DEPOSIT & END OF LEASE RESPONSIBILITIES

Any alteration or changes made in any room/in house must be returned to the 100%-original condition that it was leased to you, as well as fully cleaned. No items may be left. No trash, food or miscellaneous items may be left. If the house is not returned in the same condition that it was leased to you, monies will be deducted from ALL Tenants security deposits. **Rooms must be returned to their original layout (if applicable).**

Please take any remaining items to the Dump if necessary. Dump is open only to 2 pm so please watch your check out time. No excuse for trash being left by anyone on property.

Last officer to vacate must make sure your fellow officers leaving prior to you do whatever is necessary for their end of lease responsibilities before they check out especially any/all clean up duties/trash removal prior to their departure.

Police Housing, LLC will fine any officer who departs early and leaves fellow officers with final clean up / clean out duties. Fine amount determined at Police Housing, LLC's discretion!!!!

IMPORTANT:

No refund of security monies can be given until we receive the SEWER utility bill from the City of Wildwood in order to reconcile the sewer utility final bill for each house. ***No Exceptions so please do not ask we cannot rush the City of Wildwood.***

This sewer bill is not something Police Housing, LLC has control over. It will be mailed to Police Housing, LLC in January /February. Feel Free to call the City to check on status if you like.

Otherwise will reconcile the utility account after receipt and then forward a refund of security to the address you have listed on file.

PLEASE KEEP Police Housing, LLC up to date with any address, phone number or email change.

Please also make sure:

Any fines, fees that may be due from any officer from events / issues that occurred during the term of your lease are satisfied.

Termination of lease according to move out instructions and inspection is done.

The premises including kitchen appliances are thoroughly cleaned, left in the same condition received & are all still there.

Officers must be present personally on Move Out Day and time. They cannot vacate the premises without being signed out from the Director or Housing or authorized rental agent. Should you choose to not comply, your entire security deposit will be forfeited.

Keys must be returned (if locks are changed or added without written approval or authorization a \$250 fine will be deducted from security to cover replacing original master locks. (no exceptions)