



# October Newsletter

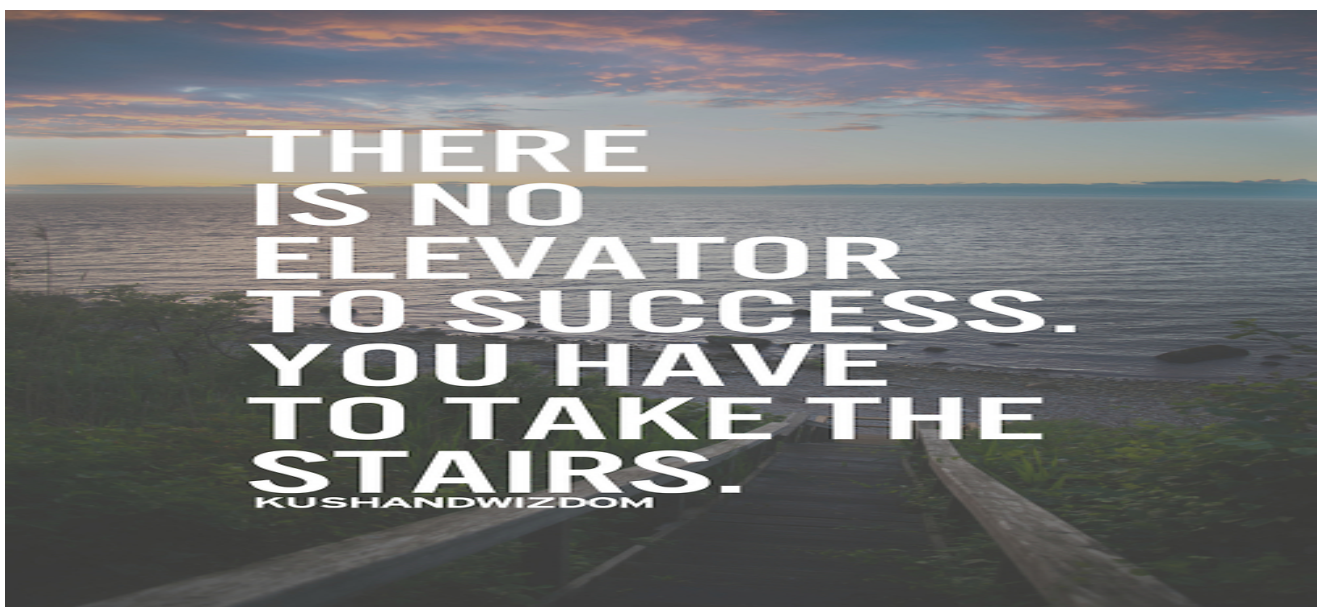
*Office hour Monday thru Thursday  
from 7:30a.m. to 12:00p.m.*

*Lunch 12:00p.m. to 12:30p.m.*

*Back to business 12:30p.m. to 5:00p.m.*

*Friday from 7:30a.m. to 11:30a.m.*

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Our office is still physically closed to reduce the spread of COVID 19. You can reach us by telephone, email, fax and by putting things in writing through the drop box. If you have any emergency after hour, please do not send me an email call the after-hour phone number 850.244.4486



Any changes must be reported within 10 days if you get a job, lose your job, if someone moves out or you want to add someone to your household, put it in writing first. If you have any guest let the office know in writing, they are only allowed for 14 days in a year.



\*\*\*Annual/Recertification packets are going to be mailed. It is your responsibility to return all information back with copies, filled out, signed, and dated on time. If you have any questions, feel free to contact the office. \*\*\*



Rent is due on the first of the month a **\$35 Late Fee will be added 10/10/2020.** Payment Must be in drop box before 7:00 a.m. on 10/12/2020 to avoid the late fee.

FINAL DAY TO PAY IS TUESDAY 10/15/2020  
MUST BE IN DROP BOX BEFORE 7:00A.M. 10/15/2020

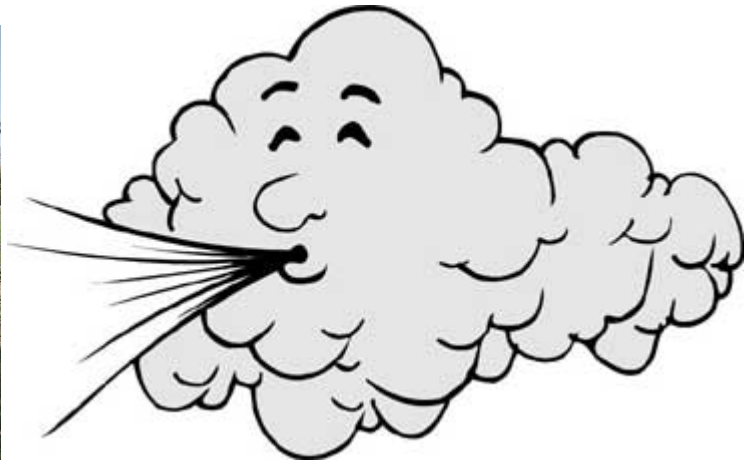
If you need help with your rent, there is a few organizations that is helping people in need.

<http://myokaloosa.com/gm/crf>

[WWW.FloridaJobs.org/CSBG](http://WWW.FloridaJobs.org/CSBG)



- Pest Control The last Monday of the month 10/26/2020 DO NOT LOCK SCREENS OR REFUSE SERVICE you will be charge \$25. PLEASE PUT PETS IN LOCKED CAGE/CARRIER.
- Lawn service 10/15/2020 and 10/29/2020 Any items left on the lawn that will hinder the ability of our contractor to cut the grass WILL BE REMOVED by Maintenance and the tenant will be ASSESSED A \$25.00 FEE. (Remove pools, toys, bikes, etc.)



- *If you are not using your clothesline, please keep them closed, to prevent damaging them.*



To pick up your monthly A/C filter contact the office and let us know the size of your filter and when you are out front one will be passed to you.



- Only park in your parking space, all guest must park in the visitor space. Do not park in front of the dumpster. Do not park in the grass, there is a charge.





- The smoke Free Policy applies to all FWBHA facilities, property, and vehicles, own or leased, regardless of location. (included Electronic Smoking Device, e-hookah etc.) There is a \$50 Charge



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- Do not pull down the Smoke Detectors, It Is A Safety Issue and you will be Charged A \$50.00 FEE.



- No garbage/Recycle bin overflow. Bag Garbage before putting it in the bins. (Rinse your bins to keep out of odor)
- *Trash day is Monday and Recycle is on Thursday. Next day we are going to put your bin back behind your unit, and you will be Charged \$10!*

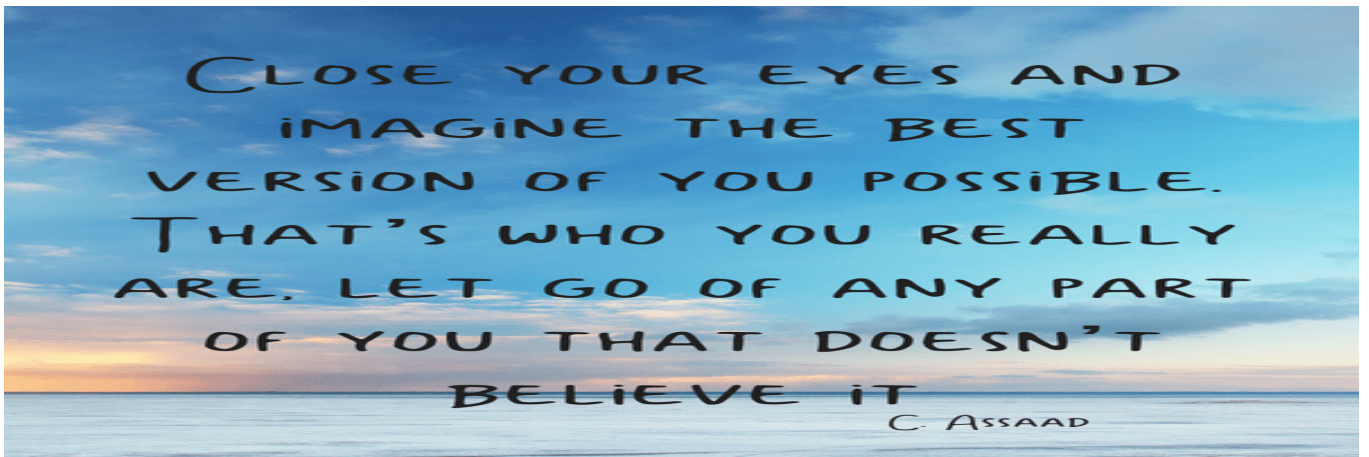


- PLEASE BE SURE TO KEEP FRONT AND BACK OF UNIT CLEAN. (Toys, bikes etc. need to be in a safe place.) Do not block your entrances or windows. They must be free and clear. This is for your own safety.



SLOW DOWN....

PLEASE WATCH YOUR SPEED. WE HAVE CHILDREN PLAYING ON THE PROPERTY.



Check out our website page to see what we are doing at [FWBHA.com](http://FWBHA.com) If you have any question, feel free to contact me (Maria Fernandez) via email [maria@fwbha.org](mailto:maria@fwbha.org) or phone 850.243.3224 Ext. 202

