DAVID CITY HOUSING AUTHORITY
SECURITY DEPOSIT POLICY

A.   Each family is required to pay a Security Deposit in the amount of

   1. $175 for one bedroom
   2. $225 for two bedroom
   3. $150 for pet deposit and a non-refundable fee of $50.

B.   The Security Deposit is to cover the cost of property damage and/or abuse that is noted when the family vacates the unit.

C.   Payments of Security Deposit must be made prior to occupancy, unless other arrangements are made.

D.   For all current residents, the amount of security deposit already paid shall not be increased while the resident lives in their current unit of the David City Housing Authority.

E.   If a resident transfers from one unit to another, the security deposit will be applied to the new unit and any increases in the security deposit shall be paid prior to the transfer. If, after conducting a move out inspection of the previous unit, damages or other charges are owed, the David City Housing Authority will charge the resident but will not use the security deposit to pay the charges.

F.   The Security Deposit, along with an itemized list of any deductions, will be returned to the family within thirty (30) days after move-out if the following conditions are met:

   1.   The family provides a written statement of its forwarding address for the purpose of refunding the Security Deposit

   2.   There are no unpaid rent and charges for which the family is liable under the Lease.

   3.   The unit and equipment are left clean and all trash and debris have been removed by the family.

   4.   There is no breakage or damage beyond that expected from normal wear and tear.

   5.   All keys issued to the family are turned in to the Authority office when the family vacates the unit.

G.   The Security Deposit may not be used to pay charges during occupancy (including the final month's rent).

H.   If a resident smokes in a smoke-free unit, they automatically forfeit their full security deposit.

Resolution 2014-08   April 3, 2014
Resolution 2015-25   Revised November 5, 2015