

PET POLICY

Pets will be allowed in elderly/disabled and family housing managed by the Swansea Housing Authority provided you abide by the Pet Policy, Rules, Regulations and Guidelines, which are listed below.

1. Any tenant who wishes to keep a pet/companion animal (dog, cat, bird, guinea pig, hamster, or fish) must get permission from management, **in writing, before** getting a pet.
2. Only **one** cat, dog, or caged mammal or two birds or one aquarium with a 20-gallon capacity for fish is allowed per apartment.
3. Dogs are limited to a weight not to exceed 40 pounds. Dogs of a vicious or aggressive breed and/or disposition will not be allowed.
4. Females must be spayed and males must be neutered.
5. Any resident who now owns or intends to own a pet is required to pay a pet participation fee of \$160.00 or one months' rent, whichever is less. This amount may be payable over a reasonable time period determined by the Executive Director/Managing Agent.
6. Any resident who now owns or intends to own a pet must providing appropriate documentation from a veterinarian to verify that the pet has had its required shots and vaccinations.
7. Any resident who now owns or intends to own a pet must provide a photograph of the animal, which will remain on file with the housing authority.
8. Dog owners must comply with Leash Laws and may not let their pet to roam.
9. Residents must pick up dog waste **immediately** and litter boxes must be cleaned daily.
10. Should a pet pass away, the residents may not get another pet without the housing authority's permission prior to doing so. Any allowances made for the previous pet (i.e. weight) will NOT automatically carry forward to any potential new pet.
11. When a pet passes away, the remains cannot be interred on housing authority property.

Adopted by the Board of Commissioners

PET RIDER

This Pet Rider is an addendum to the lease between _____
(resident) and Swansea Housing Authority (SHA) is made a part of the lease
entered into between parties on _____.

1. The resident has read and understands the attached pet policy in effect for the complex.
2. The resident will keep his/her pet in a responsible manner and provide proper care for it.
3. The resident will be liable for any damage or injury caused by his/her pet. If the resident's pet privilege payment does not cover the damage, management and the resident will agree on a payment plan to pay for the damage as well as replace the pet privilege payment.
4. Resident will show proof of spaying or neutering, and licensing, in accordance with the attached pet policy.
5. Resident will provide the name, address, and telephone number, in the space provided below, of a pet caretaker who will assume responsibility for the pet should the resident become unable to care for the pet. Resident will also provide the name, address, and telephone number of the veterinarian responsible for the pet's health care.

PET CARETAKER

NAME: _____

ADDRESS: _____

TELEPHONE: _____

VETERINARIAN

NAME: _____

ADDRESS: _____

TELEPHONE: _____

If resident is unable to provide the name of a pet caretaker, he/she will provide details of other arrangements which have been made for the pet.

6. Resident will keep his/her pet in a manner, which is in keeping with the cleanliness standards of the complex. Resident will clean up after his/her dog and properly dispose of cat box filler while animal is either indoors or out.
7. Resident will not leave his/her pet unattended outside his/her apartment at any time, except at discretion of Executive Director/Managing Agent. A dog will not be left unattended in the apartment for more than a twelve-hour period.
8. Management will inform the resident of any complaints it receives concerning resident's pet. Management will also inform the resident of any complaints or violations of this resident of his/her pet committing. Management will refer unwritten complaints to Pet Committee or Ombudsman (if applicable). A member of the Pet Committee may approach a pet owner concerning any verbal complaints and attempt to resolve such complaints. Either the Pet Committee member or the tenant may request that the Ombudsman take part in these discussions.
9. Management, the resident, and a member of the Pet Committee (if applicable) shall confer informally concerning any complaints received by management. If there have been violations of the pet rider or pet policy which have not been resolved, management will inform the tenant that the Pet Grievance Panel (if applicable) will be convened if all complaints are not resolved within five working days. This notice is to be delivered in the same manner as any other notice under the lease.
10. The Pet Grievance Panel (if applicable), which will consist of a representative of DHCD, a representative of the Pet Committee, and the Ombudsman, may require that a pet be permanently removed if the violation of the Pet Policy is a serious violation, one which causes harm to tenants, significant damage to property, or creates a health or safety hazard.
11. The pet owner agrees to abide by each rule enumerated in the Pet Policy of this demonstration project as outlined above, attached hereto, and incorporated by reference.
12. It is the pet owner's responsibility to update (as appropriate) the information listed in Item 5.

Tenant

Date

Executive Director/Managing Agent

Date