

Richfield Retirement Village

Policy Statement and Rules

All potential residents must complete a written application and submit it to the Business Manager.

Applicant must be 55 years of age and retired.

The goal and priority for residency are:

- A.) Richfield U.C.C. members and/or family of members
- B.) Richfield residents
- C.) Other U.C.C. church members
- D.) Others

Applications will be reviewed every 3 years by the Business Manager to determine if applicants wish to remain on the waiting list.

The Executive Director, Business Manager and 2 board members will review all applications.

After 1 refusal of available apartments, applicant will be placed at the bottom of the priority list.

Couples shall have priority for 2 bedroom apartments. Switching from apartment to apartment after occupancy is not permitted.

The Board of Trustees must approve any change of occupants, including additions or deletions after move in.

All residents must maintain their ability to care for themselves from a health prospective. If questionable, each case will be individually reviewed by the Executive Director, Business Manager and 1 board member.

First and last months rent plus a security deposit equaling one month rent and an application fee are required prior to occupancy.

Subletting of apartments is strictly prohibited.

Rents (effective 1/1/12):

Single in 1 bedroom apartment:	\$350.00/month
Double in 1 bedroom apartment	\$380.00/month
Single in 2 bedroom apartment	\$398.00/month
Double in 2 bedroom apartment	\$428.00/month
Carport	\$15.00/month

Rents are due and payable on the 1st of each month. A \$25.00 fee will be assessed for payments received after the 10th of the month, a \$50.00 after the 30th and \$200.00 after 60 days. The Executive Director, Business Director and 1 board member will review extenuating circumstances.

Apartments are all electric and individually metered. Residents are responsible for the cost of electricity, telephone and cable television. Auxiliary heating devices of all types are prohibited. **NO SPACE HEATERS ALLOWED.**

Residents are required to purchase and maintain renter's insurance.

The Board of Trustees is responsible for exterior of buildings and grounds, interior structural components, heating, air conditioning, electrical and plumbing components and fixtures.

Residents and/or their family members are responsible for maintenance of interior surfaces, furnace filters and light bulbs.

The Business Manager may request access to your apartment for the purpose of safety and maintenance inspections. (24 hour notice will be given.)

Pets are limited to one small pet (25# or less) per apartment. Residents **MUST** clean up after their pets while on church property and are responsible for any damages caused by pet.

Richfield Retirement Village is a SMOKE-FREE environment.

Use of laundry facilities is limited to residents only.

Eff 1/12