



CARBONDALE HOUSING AUTHORITY

OCTOBER 2024 NEWSLETTER

2 John St., Carbondale, PA 18407 570-282-0280

<http://carbondalehousing.org>

DAYS TO REMEMBER IN OCTOBER:

Columbus Day – Monday, October 14th

Halloween – Thursday, October 31st



Please drive carefully & watch for children trick or treating. Have a safe & Happy Halloween!

AIR CONDITIONERS:

All air conditioners **MUST** be removed from your windows by **October 10th**. This is for Russell Park, Canaan St. and John St. tenants

ATTENTION ALL TENANTS:



With the heating season coming, please keep your thermostats set at a comfortable setting and keep your windows locked and your doors closed while your heat is on. There is a **\$25.00** charge if your windows are reported open during the heating season.

Also, please notify the office if your phone number changes. It is important that we have a correct phone number in case of an emergency.

ATTENTION JOHN ST TENANTS:



The Maintenance Dept. will be cleaning the furnaces and vents during the month of **October**. We will notify you of the week the cleaning will take place.

ATTENTION ALL TENANTS:

With election time coming up, **NO POLITICAL SIGNS ARE ALLOWED ON ANY HOUSING AUTHORITY PROPERTIES!**

INSPECTIONS:



The CHA will be doing inspections in the **South High Rise** during the month of **October**.

Inspections will be done between the hours of 9:00 AM and 4:00 PM. If you are not home at the time of the inspection, we will enter your unit and leave a notice stating that the inspection was performed.

- Write down any work orders ahead of time.

ATTENTION FAMILY UNITS:

This is a reminder **NOT** to use nails, hooks, tape, hangers, wire, etc. to decorate the porches, vinyl railings or doors. Please attach decorations with **string only**.

Also, **DO NOT** store items around or near the furnace and water heater area. The area must be accessible for maintenance to get to if a problem should arise. Also, storing anything near the furnace is a **fire hazard**.

RENTS:



This is a reminder that all rents are due on the 1st of the month. **Late charges will apply on all outstanding balances if not paid by the 7th of the month.**

No cash payments at the CHA office. Only checks or money orders will be taken at the office. Cash payments must be made at the NBT Bank.

DIAL 241-5914 FOR EMERGENCY SERVICE CALLS AFTER NORMAL BUSINESS HOURS, WEEKENDS & HOLIDAYS.

(For emergencies **ONLY!** Please **DO NOT** call for anything that can wait until regular working hours!)

