

Tenant Rights & Responsibilities While Occupying a Residential Rental Unit

Privacy ~

The property owner or agent may enter the unit to inspect or make repairs. They must provide at least 24 hours notice before doing so unless it is an emergency .

Habitability ~

In exchange for your rent it is your right to have the housing you occupy meet State and local habitability standards.

These include:

- Functional plumbing with hot and cold running water
- Ceilings without leaks
- Unbroken doors and windows
- Proper ventilation in the kitchen and the bathroom, such as a fan or a window
- Smoke detectors in sleeping rooms and central locations
- A functional heating system
- Proper lighting and electrical wiring
- Structural soundness

Additionally:

- The unit should be clean when you move in.
- The unit should be free of cockroaches or rodents.

Notable Damage ~

Before you begin occupying the unit, any type of damage should be noted in writing.

This includes:

- Water damage
- Carpet and floor stains or damages
- Burn marks, cracks or scratches on the walls
- Damage to appliances, chips and cracks in enamels of sinks or tub
- Holes in screens or any malfunction of doors and windows

Damages not noted when you moved in can cost you some or all of your security deposit plus additional fees if necessary.

Responsibilities ~

Once you begin occupying the rental unit, you are responsible for the condition of your unit throughout the duration of your tenancy .

- You are responsible for paying the rent agreed upon by you and your property owner/agent on time.
- You are required to fulfill your lease obligation, or if month-to-month, you must give the property owner/agent thirty days notice prior to moving out or forfeit your security deposit.
- The property owner/agent is required to provide you with thirty days notice of termination of tenancy unless you commit a violation of the agreement.
- You may not use the premises for any unlawful activity or to conduct a business.
- You may not commit a nuisance such as interfering with the quality of life for other tenants or neighbors.
- Bulky items such as refrigerators, couches, or stoves will not be picked up with your regular trash. For FREE bulky item pick up please call Integrated Waste at 818-548-2014.

City of Glendale

Community Development & Housing
Neighborhood Services
141 N. Glendale Ave., Room 114
Glendale, CA 91206

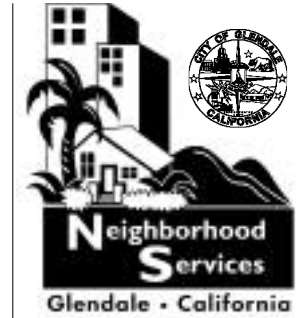


Questions?
Call
818-548-3700

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llame al 818-548-3700

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Housing Preservation Program

Housing Maintenance Rights & Responsibilities of Tenants

Community Development & Housing
Neighborhood Services
141 N. Glendale Ave., Room 114
Glendale, CA 91206

Phone: 818-548-3700
Fax: 818-240-7239

What to clean and maintain throughout the duration of your tenancy:

Minor damages that occur under normal use are considered Ordinary Wear & Tear and tenants are not responsible for repairs. Tenants can be responsible for other damages.

Some Household Do's & Don'ts

All Rooms:

- Walls
- Ceilings
- Doors
- Floors
- Windows (glass, screens, blinds, sills)
- Closets (doors, tracks, inside and out)
- Trash and garbage should be removed on a daily basis

Kitchen:

- Stove and Oven (range hood, broiler pans, grills, etc.)
- Refrigerator (defrost, clean inside and out)
- Counter surfaces and cupboards (inside and out)
- Sinks

Living Room:

- Carpeting (vacuum or shampoo in the case of pets)

Bathroom(s):

- Toilet
- Shower (tub, stall, doors or curtain)
- Sink (vanity, cabinets, etc.)

Bedroom(s):

- Carpeting (vacuum or shampoo in the case of pets)

Common Areas:

- Hallways
- Patio, balcony, deck, yard, porch
- Heating & air conditioning unit filters

The following is a list of items considered **Ordinary Wear & Tear** and tenants are not responsible for repairs:

- Water-stained linoleum by shower
- Minor marks or nicks on walls
- Dents in the wall where a door handle bumped it
- Moderate dirt or spotting on carpet
- A few small tack or nail holes in walls
- A rug worn thin by normal use
- Worn gaskets on refrigerator doors
- Faded paint on walls
- Warped cabinet doors that will not close
- Stains on old porcelain fixtures that have lost their protective coating
- Moderately dirty windows and coverings
- Bathroom mirror beginning to "de-silver" (black spots)
- Toilet flushes inadequately because mineral deposits have clogged the jets

The following is a list of items not considered **Ordinary Wear & Tear** and tenants are responsible for repairs:

- Cigarette burns or rips in curtains or carpets
- Broken tiles in bathroom or chips in the enamel of sinks, tub, shower stall, or toilet
- Large marks on walls
- Doors off hinges and damaged locks or latches
- Many picture holes or gouges in walls that require patching as well as repainting
- Pet stains in rug, including any caused by a leaking fish tank
- Broken refrigerator shelves or door
- Water damage on wall from hanging plants
- Sticky cabinets and interiors
- Grime-coated bathtub and toilet
- Missing window coverings or damaged windows
- Mirrors covered with toothpaste and dirt or grime
- Toilet that won't flush properly because it is blocked with objects that do not belong in toilet

DO:

- **Provide** an operating battery at all times in all battery operated smoke detectors.
- **Notify** your property owner/agent if your housing unit needs repairs of any kind.
- **Clean & Maintain** sanitary conditions in your unit regularly.
- **Keep** food items refrigerated, or put away in cupboards so that the food does not act as an attractant for vermin.
- **Remove** all trash and garbage on a daily basis.

DON'T:

- **Build** additional structures inside or outside your housing unit such as walls, closets, or carports.
- **Allow** excessive trash or garbage to accumulate inside or outside the property.
- **Cause** damage to the unit.
- **Get** a pet without approval from the property owner.
- **Store** inoperable vehicles on the property.
- **Use** a metal instrument to speed up the process of defrosting your freezer. It could puncture and result in an inoperable freezer.
- **Dump** grease, solids, or paint down drains.
- **Leave** food or dirty dishes in sink or on counter tops.
- **Use** the water heater closet as a storage space.

