

Zoning Board of Appeals
Approved, October 29, 2020

TENANT CHARGE LIST: ZBA FY2020-39

Locks/Keys

Dead Bolt lock only	Actual Cost
Mail Box lock	Actual Cost
Exterior Entry Lock	Actual Cost
Interior Privacy Lock	Actual Cost
House key (duplicate)	Actual Cost
Mail Box key (duplicate)	Actual Cost
Change locks (lost keys)	Actual Cost

Windows/ Light Fixtures

Window Double glazed	Invoice plus labor
Storm Door glass	Actual Cost
Back door glass	Actual Cost
Light Globe	Actual Cost
(hallway, bedroom, bathroom)	
Light Globe	Actual Cost
Light bulb	Actual Cost
Appliance bulb	Actual Cost
Fluorescent bulb	Actual Cost
Smoke Alarm	Actual Cost
Blinds	Actual Cost
Screens	Actual Cost

Refrigerator/ Stove & Hood

Refrigerator	Invoice Price
Stove	Invoice Price
Range Hood	Invoice Price
Ice Trays	Actual Cost
Refrig. Crisper Cover	Actual Cost
Refrig. shelves	Actual Cost
Stove rings	Actual Cost
Stove pans	Actual Cost

Bathroom

Toilet seat	Actual Cost
Soap dish	Actual Cost
Toothbrush /Toilet tissue holder	Actual Cost
Bath towel rack	Actual Cost
Bath shower rod	Actual Cost
Medicine cabinet	Actual Cost
Commode	Actual Cost
Remove toilet & replace seal	Actual Cost

Kitchen Items

Cabinet parts	Invoice plus labor
Counter tops	Invoice plus labor

Floors/Doors

Interior closet doors	Invoice plus labor
Front Entrance door	Invoice plus labor
Storm door	Invoice plus labor
Door Jam & Trim	Actual Cost
Interior door	Actual Cost
Exterior Steel Door	Actual Cost
Flooring	Invoice plus labor

Special Charges

Open locked door (office hours)	Actual Cost
Open Locked door (non office hours)	Actual Cost
Trash- picking up around dumpster, building, etc.	Actual Cost
Wall holes - large	Actual Cost
Small (finger size)	Actual Cost
Nail holes (excessive)	labor per hour
Paint – material & labor prorated on 5 year basis	

Labor Charge for work performed by Outside Contractors-The labor charge for work performed by an Outside Contractors will be actual cost as billed by contractor, plus an administrative fee of 10%.

Labor charge for work performed by HMR Staff- The labor charge will be \$15.00 per hour during normal office hours, or \$22.00 per hour if repairs are made anytime the office is not open. The minimum charge is based on the half hour.

 Tenant Signature

 Date

 Co-Tenant Signature

 Date

 Landlord or Designated Representative

 Date

 Community

 UNIT