



501 Tenth Street – Moundsville, WV 26041
Phone (304) 845-3141 – Fax (304) 845-3147

WORK ORDER CHARGES 2025

LIGHTING/CEILING FAN

Incandescent Bulb (60w, 40w)	\$2.00
U Shape Bulb	\$9.00
4" Florescent	\$4.00
2' T-8	\$8.00
Heat Lamp	\$8.00
Porch Lights	\$5.00
Ceiling Fan Bulbs	\$2.00
G U 24	\$6.00
LED Porch Light Replacement (Tenant Damaged)	\$80.00
12" Light Fixtre - Replacement	\$17.00
Ceiling Fan Installed	\$45.00
6" Fitter Globe Installed	\$10.00
12" Fixture Lens Installed	\$6.00
All Other Fixture Glass	**Cost of Materials plus Labor
All Other Light Fixtures	**Cost of Materials plus Labor

BATHROOM

Toilet Seat (Regular)	\$13.00
Toilet Seat (Elongated)	\$16.00
Toilet Replacement (Tenant Damaged)	**Cost of Materials plus Labor
Toilet Paper Holder	\$7.00
Toilet Paper Roller	\$2.00
Shower Head	\$9.00
Cup Holder Installed	\$7.00
Towel Bar Installed	\$9.00
Shower Rod Installed	\$16.00
Unclogged Toilet (Tenant Caused)	**Labor Costs (per hour)

KITCHEN

Unclog Sink (Tenant Caused)	**Labor Costs (per hour)
Refrigerator / Freezer Damages	**Cost of Materials plus Labor
Stove /and Range Damages	**Cost of Materials plus Labor
Countertop Damages	**Cost of Materials plus Labor

PEST CONTROL

Refusal for Pest Control in Unit (per occurance)	\$75.00
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DOORS & FLOORING

Apartment Door Key	\$10.00
Key Fob (Towers & Pavilion)	\$15.00
Change Locks (per lock)	\$12.00
Tenant After Hours Lock Out/Overtime	\$27.00

DOORS & FLOORING

Storm Door Latch Installed	\$11.00
Storm Door Closure Installed	\$16.00
Storm Door Handle	\$17.00
All Other Storm Door Parts	**Cost of Materials plus Labor
Prime Entrance Doors	**Cost of Materials plus Labor
Replace Screen Door	**Cost of Materials plus Labor
Replace Screen Door Handle	
Replace Screen Door Screen	
Replace Flooring	**Cost of Materials plus Labor
Replace Transition Strip	

WINDOWS

Window Glass Replacement	**Cost of Materials plus Labor
Window Screen Replacement	**Cost of Materials plus Labor
Curtain Rods	**Cost of Materials plus Labor

MISCELLANEOUS MATERIALS

Paint (per gallon)	\$20.00
Stain Blocker Primer (per gallon)	\$22.00
Install A/C (per A/C)	\$20.00
Remove A/C (per A/C)	\$20.00
Cover A/C unit	\$10.00
Trash Handling (per load)	\$25.00
Furniture Removal -per load (Tenant Requested)	\$25.00
Litter Removal from Tenants yers	**Labor Costs (per hour)
Frost Proof Hose Bibb	\$55.00 **Labor Costs (per hour)
Install Thermostat (Dorsey/Burley/Courts)	\$75.00
Install Thermostat (Towers/Pavilion)	\$15.00
Install Smoke Alarm	\$35.00
Install Carbon Monoxide Detector	\$20.00
Install C/O Detector/Smoke Alarm Combo	\$75.00
Remount Smoke Detector	\$16.00
Dryer Vent Installed	\$13.00
Tire Disposal	\$15.00
Tire Disposal with Rim	\$35.00
Pressure Was Brick Exterior (per hour)	\$30.00
Traverse Rods Installed	**Cost of Materials plus Labor
Failure to Pick up Pest Waste (per occurance)	\$5.00
MHA removal of Pet Waste (per occurance)	\$25.00
Furniture Storage After Move Out (30 day limit)	\$65.00
Furniture Handling at Move out	\$25.00 (per load)
Cleaning Unit at Move Out	**Labor Costs (per hour)

LABOR RATES

OVERTIME

\$20.00 (per hour)

\$30.00 (per hour)

EFFECTIVE 11/1/2025