

# WORK ORDER CHARGES 01-25-2021

## LIGHTING/CEILING FAN

|  |    |       |                              |
|--|----|-------|------------------------------|
| Incandescent Bulb (60w, 40w)                 | \$ | 1.00  |                              |
| U Shape Bulb                                 | \$ | 8.00  |                              |
| 4" Fluorescent                               | \$ | 3.00  |                              |
| 2' T-8                                       | \$ | 7.00  |                              |
| Heat Lamp                                    | \$ | 7.00  |                              |
| Porch Lights                                 | \$ | 4.00  |                              |
| G U 24                                       | \$ | 5.00  |                              |
| LED Porch Light Replacement (Tenant Damaged) | \$ | 75.00 |                              |
| 12" Light Fixture - Replacement              | \$ | 15.00 |                              |
| Ceiling Fan Installed                        | \$ | 40.00 |                              |
| 6" Fitter Globe Installed                    | \$ | 7.00  |                              |
| 12" Fixture Lens Installed                   | \$ | 5.00  |                              |
| All Other Fixture Glass                      |    | *     | Cost of Materials plus Labor |
| All Other Light Fixtures                     |    | *     | Cost of Materials plus Labor |

## BATHROOM

|                                    |    |       |                              |
|------------------------------------|----|-------|------------------------------|
| Toilet Seat - Regular              | \$ | 12.00 |                              |
| Toilet Seat - Elongated            | \$ | 15.00 |                              |
| Toilet Replacement - Tenant Damage |    | *     | Cost of Materials plus Labor |
| Toilet Paper Holder                | \$ | 6.00  |                              |
| Toilet Paper Roller                | \$ | 1.00  |                              |
| Shower Head                        | \$ | 7.50  |                              |
| Cup Holder Installed               | \$ | 6.00  |                              |
| Towel Bar Installed                | \$ | 8.00  |                              |
| Shower Rod Installed               | \$ | 15.00 |                              |
| Unclog toilet - Tenant Caused      |    | *     | Labor costs (p/hour)         |
| Unclog sink - Tenant Caused        |    | *     | Labor costs (p/hour)         |

## KITCHEN

|                             |  |   |                              |
|-----------------------------|--|---|------------------------------|
| Unclog sink - Tenant Caused |  | * | Labor costs (p/hour)         |
| Refrigerator 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 occurrence) | \$ | 75.00 |         |
| Bed Bug Encasements                               |    |       |         |
| Twin Mattress                                     | \$ | 55.00 |         |
| Twin Box Spring                                   | \$ | 25.00 |         |
| Twin Mattress/Box Spring Set                      | \$ | 80.00 |         |
| Full Mattress                                     | \$ | 60.00 |         |
| Full Box Spring                                   | \$ | 30.00 |         |
| Full Mattress/Box Spring Set                      | \$ | 90.00 |         |
| Queen, King Sizes                                 |    | *     | At Cost |

**DOORS & FLOORING**

|  |    |       |                              |
|--|----|-------|------------------------------|
| Apartment Door Key                         | \$ | 5.00  |                              |
| Reissue Entrance Key Fob (Towers/Pavilion) | \$ | 10.00 |                              |
| Change Locks (per lock)                    | \$ | 8.50  |                              |
| Tenant Lock Out/Overtime                   | \$ | 24.00 |                              |
| Storm Door Latch Installed                 | \$ | 10.00 |                              |
| Storm Door Closure Installed               | \$ | 15.00 |                              |
| Storm Door Handle                          | \$ | 16.00 |                              |
| All Other Storm Door Parts                 |    | *     | Cost of Materials plus Labor |
| Prime Entrance Doors                       |    | *     | Cost of Materials plus Labor |

**Windows**

|                         |    |       |                              |
|-------------------------|----|-------|------------------------------|
| Window Glass            |    | *     | Cost of Materials plus Labor |
| Window Screen Installed | \$ | 12.00 |                              |
| Curtain Rods            |    | *     | Cost of Materials plus Labor |

**Miscellaneous Materials**

|  |    |       |                              |
|--|----|-------|------------------------------|
| Paint (per gallon)                             | \$ | 14.00 |                              |
| Stain Blocker Primer (per gallon)              | \$ | 20.00 |                              |
| Install/Remove AC Unit                         | \$ | 20.00 |                              |
| Cover AC Unit                                  | \$ | 8.00  |                              |
| Trash Handling (per load)                      | \$ | 20.00 |                              |
| Litter Removal from Resident's Yard            |    | *     | Labor costs (p/hour)         |
| Frost Proof Hose Bibb                          | \$ | 28.00 | Plus labor costs (p/hour)    |
| Cleaning Unit at Move Out                      |    | *     | Labor costs (p/hour)         |
| Install Thermostat - Dorsey & Courts           | \$ | 75.00 |                              |
| Install Thermostat - Towers & Pavilion         | \$ | 12.00 |                              |
| Install Smoke Alarm                            | \$ | 30.00 |                              |
| Install Carbon Monoxide Detector/Smoke Alarm   | \$ | 75.00 |                              |
| Remount Smoke Detector/Lease Violation         | \$ | 15.00 |                              |
| Pressure Wash Brick Exterior (per hour)        | \$ | 25.00 |                              |
| Dryer Vent Installed                           | \$ | 12.00 |                              |
| Tire Disposal                                  | \$ | 10.00 |                              |
| Tire Disposal with Rim                         | \$ | 30.00 |                              |
| Traverse Rods Installed                        |    | *     | Cost of Materials plus Labor |
| Failure to pick up pet waste (each occurrence) | \$ | 5.00  |                              |
| MHA removal of pet waste (per occurrence)      | \$ | 25.00 |                              |
| Furniture Storage (30 day limit)               | \$ | 60.00 |                              |
| Furniture Handling at Move-Out                 | \$ | 25.00 | Per Load                     |

**Labor Rates \$18.00 per hour****Overtime \$27.00 per hour**