

**OTTUMWA HOUSING AUTHORITY**  
**CAMELOT, SOUTHOAK, WESTGATE TOWERS**

**January 2022**

**MARTIN LUTHER KING JR DAY**

OHA will be closed on January 17<sup>th</sup> in observance of Martin Luther King Jr. Day.

**RENT ADJUSTMENT**

if you received a Rent Adjustment in the mail, it needs to be signed and brought to the office **IMMEDIATELY.**

**MOVE OUTS**

If you plan on moving out, you must come to the office and fill out an Intent To Vacate form. You must give us a 30 day notice. If you do not complete an Intent To Vacate and you move out, your rent continues to accrue. If rent and damages to the apartment are not paid, you will go to collections.

**LATE RENT**

The moratorium is over, therefore if you have incurred past due rent, you must contact Kim at the OHA office 641-814-5913 to set up a repayment agreement. You can also contact [lowafinance.com](http://lowafinance.com) for rental assistance.

**ISSUES**

If you have an issue with another tenant, you must put it in writing and include who, what, where, and when. Nothing can be done unless we have a written statement. If needed, call the Ottumwa Police Department.

**ANIMALS**

You cannot bring an animal into your apartment until you have filled out the proper paperwork and spoken to the Public Housing Manager, Kim. This seems to be an ongoing issue. Tenants are not allowed to "babysit" animals and bring them into their apartment. If an animal is brought into your apartment without the proper procedures completed, you may be asked to remove the animal until this is done.

**SIGNS**

If OHA posts signs inside or outside of the building, **DO NOT REMOVE THEM.**

**LAUNDRY DETERGENT**

USE ONLY LIQUID LAUNDRY DETERGENT IN THE WASHERS. NO POWDER DETERGENT.

**GUESTS**

You must accompany your guests while in the building. If your guests call you on the Door King and you buzz them in and they come right to your apartment that is ok. When the guest leaves your apartment, you are to accompany them out of the building.

*"If you can't fly then run, if you can't run then walk, if you can't walk then crawl, but whatever you do you have to keep moving forward."*

— Martin Luther King Jr.