

Market Street Lodge Rules

Rules Title	Rule
Behaviour	<ol style="list-style-type: none"> 1. Violence of any kind will not be tolerated at Market Street Lodge, be it towards staff or any other Occupants. 2. Physical or Verbal harassment of any kind, and any form of discrimination will not be tolerated, be it towards staff or any other Occupants. 3. Occupants are to take reasonable care of all Market Street Lodge equipment and property, and must respect the privacy and property of other Occupants, staff, and visitors 4. Firearms, Offensive Weapons (OW) and other items considered dangerous are not permitted at Market Street Lodge. Trade tools will be permitted on a case-by-case basis provided staff are informed of what items they are and are stored appropriately.
Drugs and Alcohol	<ol style="list-style-type: none"> 1. The dealing of drugs (prescription medication or otherwise) will not be tolerated at Market Street Lodge. 2. Alcohol must not be consumed indoors in non-residential entertainment areas and recreational areas (such as the office, Common Areas, Kitchen, bathrooms etc.). Alcohol is permitted within rooms as long as it does not impact behaviour or noise.
Guests	<ol style="list-style-type: none"> 1. An Occupant is permitted to have one guest stay for three consecutive nights in their room provided they abide by the Market Street Lodge rules. Such a guest must be aged over 18 years or older and must not be a site banned person or a person who has been recently evicted from Market Street Lodge. 2. This three-day rule is the maximum time allowed within a month. Visitors or Non-Occupants who are recorded as staying for a period of more than three days in a calendar month; will be site banned if prior written approval has not been given from Argyle Housing management. 3. A guest cannot stay for three consecutive days in a calendar month with one occupant and then stay for another three days with another resident within Market Street Lodge. The three-day rule applies for three days total within all of Market Street Lodge. 4. Exceptions to the three-day rule if approved by Argyle Housing management are to be recorded in writing and produced upon request from any Argyle Housing staff member to confirm an exception has been granted.

	<ol style="list-style-type: none"> 5. Occupants of Market Street Lodge are responsible for the conduct of their guests within reason and can be held liable for damage caused by their guest. 6. It is a breach of the Market Street Lodge Rules to house a site banned person. If an occupant is found to be housing a site banned person this could result in a Notice to Remedy; or a Notice to Vacate if it has been noted as repeat behavior.
Underage Visitors	<ol style="list-style-type: none"> 1. Any persons under the age of 18 must vacate Market Street Lodge by 5pm and must not be at Market Street Lodge before 8am.
Lost Keys	<ol style="list-style-type: none"> 1. Occupants may be issued with replacement keys to their individual room, if they have lost their original key/s that were issued to them at the commencement of their occupancy. There will be a charge of \$25 per key to replace them. 2. Keys are not to be given to other occupants or non-occupants. If an occupant is found to be doing this and is requesting a replacement key the replacement will not be given and may receive a Notice to Remedy for their behavior. 3. Callout by After Hours Security. The current charge for security to be called out after hours is \$55.00, on weekends or Public Holidays.
Smoking	<ol style="list-style-type: none"> 1. Smoking is not permitted in the public areas of buildings, in accordance with NSW Government Legislation.
Cooking	<ol style="list-style-type: none"> 1. Cooking must be done in the kitchen area. Each Occupant is responsible for the cleaning of the food preparation area (including the oven and cook top) after they have finished cooking. 2. No cooking is to be done in an Occupant's individual room, if an Occupant is to be found doing this a Notice to Remedy will be issued, if the behavior continues a Notice to Vacate could be issued by Argyle Housing staff.
Heaters	<ol style="list-style-type: none"> 1. The use of portable heaters in addition to those provided by Argyle Housing is not permitted. If the heater is not functioning, please report this to Argyle Housing staff immediately so it can be repaired.
Vehicles	<ol style="list-style-type: none"> 1. Occupants who own a vehicle must register them with Argyle Housing management.
Payment Plans	<ol style="list-style-type: none"> 1. Payment plans can be granted at the discretion of the Client Support Specialist. 2. Payment plan forms must be completed in full and signed by the occupant. If an Occupant breaks the payment plan without notifying Argyle Housing staff, a Notice to Remedy will be issued and if this is ongoing behavior a Notice to Vacate will be issued in accordance with the Occupancy Agreement

	<p>3. If you wish to make changes to a payment plan or differ a payment you must notify Argyle Housing of the proposed change and it must be agreed upon by Argyle Housing, if it is not agreed to and the payment plan is broken a Notice to Remedy or Vacate notice could be issued.</p>
Pack and cleans	<p>1. If the Occupant is vacated from their room and have not removed or organized the removal of their belongings within 7 days, the remaining items will be packed, and the room cleaned at the Occupants expense. The items will be stored on site and will then be disposed of in accordance with the Uncollected Goods Act 1995.</p>
Room Abandonment	<p>1. If an Occupant of a room is vacant for a continuous period of 14 days without prior written consent from Argyle Housing, Argyle Housing may, but is not obliged to, terminate the Occupancy agreement, and deem the room abandoned.</p>
Pets	<p>1. Dogs are not permitted in Market Street Lodge unless they are on a leash and have been approved by Argyle Housing management in writing.</p> <p>2. Dogs and cats are not permitted to enter the building without a written consent from Argyle Housing.</p> <p>3. Occupants are not allowed pets unless they have medical evidence.</p> <p>4. If you have a support or companion animal, Pet owners are responsible for the removal of any animal waste, as well as any repairs to the premises. These charges are to be paid in full before the occupant vacates the premises.</p>
Bikes and skateboards	<p>1. Bikes and Skateboards are not to be ridden in Market Street Lodge.</p>
Fires and Fire Safety equipment.	<p>1. No Fires are to be lit within or outside of Market Street Lodge, any resident to be found lighting fires will be issued with a Notice to Remedy and if the behavior continues will be issued a Notice to Vacate and removed from.</p> <p>2. Emergency Fire equipment such as fire hoses, Fire Blankets and Extinguishers are to be used only when there is a Fire. Any persons using the Fire Blankets or the Fire Hose's not in an emergency situation will be given a Notice to Remedy and if the behavior persists will be issued a Notice to Vacate.</p> <p>3. The removal or tampering with fire alarms or smoke detectors will not be tolerated. If you are found to be tampering, covering, or removing the fire/smoke alarm detector in your room you will receive a Notice to Remedy and if the behavior continues you will receive a Notice to Vacate.</p>
Maintenance	<p>1. It is the Occupants responsibility to report any maintenance that is required in their room, to their Client Support Specialist.</p>

	<ol style="list-style-type: none"> 2. The Occupant is responsible for any damage that is caused by their Guest or Visitor. 3. If there is Occupant or Visitor Damage to a room, Argyle Housing will organise the repairs and the charge of the repairs will be forwarded on to the Occupant to resolve. 4. If maintenance is required in the Common Areas, Occupants of the House can report it to their Client Support Specialist.
Common Areas	<ol style="list-style-type: none"> 1. Personal belongings are not to be stored in the common areas. Except for large furniture items or whitegoods such as couches, fridges or shelving, however this is to be kept within reason. 2. If you wish to keep any of your items in the common areas Argyle Housing will not be held responsible for any damage or theft of those items. 3. The common areas outside each house are to be kept clean and tidy. 4. Any broken furniture in the common areas noted by Argyle Housing staff will be removed after notifying all the Occupants and providing a suitable time frame for the Occupants to remove the items. If they have not been removed by the indicated time, Argyle Housing will remove them and could charge this back to the owner of the items if known.
Lockout Procedure	<ol style="list-style-type: none"> 1. Argyle Housing staff will not perform a lockout on a room on Friday or Public Holiday except where in conjunction with an immediate eviction issued. 2. If the Occupant refuses to vacate the premises as directed by Argyle Housing Staff, the Police may be called to remove the ex-occupant.
Room Swaps	<ol style="list-style-type: none"> 1. Occupants can request a room swap/exchange to a vacant room. 2. Room swaps are not automatic and must be requested on the correct form and require approval from the Manager.