

GLOUCESTER CITY HOUSING AUTHORITY

101 Market Street
Gloucester City, New Jersey 08030

VISITOR/GUEST POLICY

The Gloucester City Housing Authority Visitor/Guest Policy is hereby adopted by Board Resolution on August 28, 2023.

PURPOSE:

The purpose of this policy is to prevent tenant abuse of HUD's housing subsidy programs. All visitors must have their own separate legal residence. Visitors and guests are expected to follow all house rules. All tenants are responsible for the actions of their guests. A "visit" of more than 14 days (consecutive or not) within any one-year period constitutes unauthorized occupancy and is a violation of the lease.

All apartments are private dwellings and only those people listed on the lease can live there.

The Authority believes that it can provide much better security when it knows who, where, and how many visitors and guests are staying in our housing projects.

REGULAR HOURS GUESTS:

A Regular Hours Guest is anyone who is visiting a tenant of **Gloucester City Housing Authority/Gloucester Towne**, which they are not a lease holder assigned to live in the unit between the hours of 6:00 am and 12:00 am. Tenants must be home for visitors to come into the building and enter the tenant's apartment. This also includes Health Care attendants and/or other people entering the building in a work capacity.

Any guest under the age of 18 must be accompanied by an adult at all times while on the premises of Gloucester Towne.

A guest who is under the age of 18 and who is not with an adult shall be denied access to the Gloucester Towne building until an adult tenant meets the minor at the entry and accompanies the minor to the unit. If no adult meets the minor, the minor will be asked to leave and return with an adult.

OVERNIGHT GUESTS

An overnight guest is defined as a person temporarily visiting/staying in the unit with the consent of a tenant or other member of the household, between the hours of 12:00 am and 6:00 am.

Tenants are required to notify management when they are having an overnight guest. An overnight request form will be required and must be completed by the head of household. Management approval is required for tenants to have overnight requests. Management reserves the right to deny a request for any overnight guests. When management denies any overnight guest request, the requesting tenant will be advised of the reason(s) for the denial within 24 hours.

A guest can remain in the unit for no more than (14) fourteen consecutive nights with up to (14) fourteen nights in the building of **Gloucester City Housing Authority/Gloucester Towne** annually. A limit of (2) two guests will be permitted to stay with the tenant at a time. If (2) two guests stay at one time, management will consider the stay as one overnight visit. Former tenants who have been evicted from Gloucester City Housing Authority/Gloucester Towne, parolees and registered sex offenders are not permitted as overnight guests.

A tenant may request an extension to this policy for a valid reason (e.g., care of a relative recovering from a medical procedure). The tenant is required to obtain from their physician, psychiatrist or other medical practitioner or health care provider the necessary supportive documentation.

Tenants are responsible for the actions of their guests. All guests must comply with the rules and regulations of the Gloucester City Housing Authority/Gloucester Towne. Any guest who has caused any disturbance or violates the rules will be escorted out of the building and denied future entrance.

Only the tenants and family members listed on the re-certification and lease may live in an apartment. Guests staying beyond two weeks are considered ineligible occupants and this will result in a lease violation and may result in eviction proceedings.

Tenants, their family, or guests shall not make or permit any disturbing noises in the building or on the premises. This would include any loud music or other noises that interfere with the rights, comforts or quiet enjoyment of the premises by any of the tenant's neighbors. All tenants are prohibited against causing noise which can be heard outside of the tenant's apartment between the hours of 10:00 p.m. and 8:00 a.m.

COMMON AREA RESTRICTIONS

No visitors or guests shall be permitted to remain or loiter at any common area location inside Gloucester Towne at any time when that visitor or guest is not accompanied by the tenant whom he or she is visiting. All guests or visitors are not permitted to use the Common Area Restrooms but must instead use the restroom of the tenant whom he or she is visiting.