

Residential Tenancy Agreement - Addendum

TOWN OF GOLDEN

COTR TENANT HOUSE HANDBOOK



**1407 – 9th Street South
Golden, BC
VOA 1H0**



**PO Box 350
810 S. 9th Avenue
Golden, BC V0A 1H0
(Revised August 27, 2015)**

Welcome to the COTR Residence!

Choosing to live in the COTR House will give you an excellent opportunity to succeed at the College of the Rockies.

It will make it easy to: get to and from classes, find someone down the hall to help you with a study problem or to socialize with when you're lonely, be involved in extra-curricular activities and make a lot of good friends.

The COTR House is home for up to five students who have different interests, backgrounds, beliefs, and lifestyles. We encourage everyone to be flexible, open, and maintain a pleasant attitude to ensure everyone's enjoyment.

GOOD LUCK!

Town of Golden



TABLE OF CONTENTS

A BRIEF DESCRIPTION	4
IMPORTANT TELEPHONE NUMBERS.....	4
WHAT DO YOU NEED TO BRING?	5
ARRIVING AT THE TENANT HOUSE	5
When you Arrive.....	5
Move-in Procedures	5
RESIDENCE FACILITIES.....	5
USEFUL INFORMATION	6
YOUR RESPONSIBILITIES	6
WHO'S RESPONSIBLE FOR CLEANING? YOU ARE!	7
MOVE-OUT CHECK LIST.....	9
COTR HOUSE FEES.....	9
RULES & REGULATIONS.....	11
PHOTOS OF INTERIOR/EXTERIOR.....	15/16

A BRIEF DESCRIPTION

The COTR Tenant House is a secure building with five private bedrooms and one storage room. Priority for occupancy is given to first year students. However the cut-off date for confirming occupancy will be August 15 of each year and then any “new to Golden” 2nd year students will be eligible to apply for occupancy.

As a tenant of the COTR House you will be expected to adhere to the COTR House policies. These include the expectation that you will co-operate with your roommates by keeping your living area clean, respect your environment and maintain quiet hours between 11:00 p.m. and 8:00 a.m. Sunday through Thursday and 1:00 a.m. and 8:00 a.m. Friday and Saturday.

IMPORTANT TELEPHONE NUMBERS

AMBULANCE, FIRE DEPARTMENT AND RCMP - 911

Golden Medical Clinic	250-344-2211
Bus Depot (Greyhound)	250-344-2917
Town of Golden– Office	250-344-2271
Town of Golden – Emergency	250-344-8340
Forgot Keys & Locked out of Room/House	250-344-1139
Mount 7 Taxi	250-344-5237
RCMP Non-Emergency	250-344-2221
College of the Rockies	250-344-5901
Golden Library	250-344-6516



WHAT DO YOU NEED TO BRING?

Prior to arrival....

- Linens (blankets, sheets, pillows and pillow cases), towels and face cloths
- Personal items such as an alarm clock, a hair dryer and personal toiletries (including soap and laundry detergent). These, and other supplies, can be purchased locally.
- Cleaning supplies, dishwasher detergent, toilet paper, etc.
- Small personal use TV for your room plus a DVD/VCR if wanted.

What is available at the Tenant Residence?

Shared Upstairs and Downstairs Kitchen Facilities (Equipped-Pots/Pans/Dishes/Cutlery/Broom/Mop/Etc.)

Shared Upstairs and Downstairs Lounge Areas (Fully Furnished)

Shared Upstairs and Downstairs Bathrooms (Shower Curtain, Waste Basket, Plunger, Etc)

Shared Upstairs and Downstairs Dining Room (Fully Furnished)

Private Secure Bedrooms/Study Area (Fully Furnished)

- Upstairs Rooms	#1 – 11’ x 11’	#2 – 12’ x 11’	#3 – 10’ x 12’
o Bed Sizes	Twin	Twin	Twin
- Downstairs Rooms	#4 – 11’ x 11’	#5 – 11’ x 11’	#6 – 12 x 10
o Bed Sizes	Equipment Storage	Twin	Twin

ARRIVING AT THE TENANT HOUSE

When you arrive...

Please go to the Town Office to sign the Residential Tenancy Agreement. Payment of your damage deposit and first month rent will also be required if not received previously. You will then be handed a set of keys and asked to complete (with a representative of the landlord) a Condition Inspection Report. All tenants are required to **sign and return** the Condition Inspection Report once any residence defects have been noted (a copy of the inspection report will be provided once tenants have signed). Please be very thorough when checking as any damages or missing items not noted on the form will be YOUR RESPONSIBILITY when you move out.

Move-in Procedures: Mandatory

- _____ Attend the Golden Town Office and provide identification.
- _____ Sign the Tenancy Agreement & receive your room assignment and keys.
- _____ Complete and sign Condition Inspection Report and return it to the Town Office.
- _____ Move your personal belongings into the Tenant House.

USEFUL INFORMATION

Key Replacement Costs - The actual cost of door lock and padlock replacements (labour plus materials for replacing one interior room door lock, one upstairs exterior door lock, one downstairs exterior door lock and shed padlocks) along with the cost of creating 7 sets of replacements keys will be applied against the damage deposit for keys lost or not returned.

Forgot Keys & Locked out of Room/House – Please call Viv Thoss (Manager of Legislative Services) at 250-344-1139. She will come down and let you into your room/house. **Cost for this service is \$25.00 per entry.**

Parking - The residence is within walking distance of all classrooms at the College of the Rockies. Limited parking is available to Tenants. **If at any time an unauthorized vehicle is parked in the reserved spots, the Town Office should be informed. The vehicle will be towed at the owner's expense.**

Winter Snow Removal - As required, tenant tenants may be requested to move their cars temporarily to allow for snow removal in the residence parking lot. Where possible, advance notice will be given. **Tenants are expected to shovel the walkways and stairways as needed.**

Motorcycle Parking - There is no designated motorcycle parking in or near the residence. All motorcycle owners on campus must follow the same guidelines for parking as car owners do.

Mail – You can use PO Box 1398, Golden, BC V0A 1H0 as your mailing address while you are in Golden. Please remember to have your mail forwarded once you move as we will NOT be forwarding mail on and will mark your mail as “Moved – Address Unknown”.

Telephone Service - An outside pay telephone is located in the Campground Amenity Hub next door.

Television and Internet Service - full cable television package for the common areas and both hardwire and wireless internet provision for all tenants is included in each room. **Internet Password - towngoldencotr**

Bicycles - Bicycles cannot be kept in the COTR Tenant House. They damage the carpets and walls within the building. There is designated bike storage in the small outbuilding.

Smoking - Smoking is not permitted anywhere in the COTR House. You must go outside and be a minimum of 7 meters from the building.

Firepit Regulations – Fire pits can be no larger than 18” or .5 meters across. They are to be used for food, warmth or ceremonial purposes only. Burning of furniture, picnic tables, beds, chairs, etc will result in the firepit being removed. If the firepit is rebuilt by any tenant then the costs to remove the pit will be allocated to all tenants. **Please note that fires that are visible from the road (in other words higher than the fence) will be reported to the RCMP and the Fire Chief. The RCMP will also be asked to drive by the residence on the weekends to confirm that no large fires are burning in the backyard.**

Storage Lockers – Each tenant will be assigned a storage locker in the downstairs area. The following materials are not to be kept in lockers: perishable foods; flammable, chemical, caustic, poisonous or other hazardous materials; unsealed containers of liquids; any illegal objects or substances.

No Pets Allowed.

YOUR RESPONSIBILITIES

Email – Correspondence between the Town of Golden and the tenants will take place through email. Please check your email account regularly to ensure that you review your emails in a timely manner. The Town of Golden email address for the Tenant House will be – COTRhouse@golden.ca

Room Renovations - You are not allowed to do any renovations, including but not limited to renovations to furniture and fixtures, hooks in the ceiling, holes in the walls, painting, etc. without the prior approval of the Town of Golden

Garbage Disposal - tenants are responsible for their own garbage disposal. Garbage from individual rooms must be disposed of in the garbage bins provided. All garbage should be wrapped and tied in paper or disposable garbage bags before being placed in the garbage bins. **Any garbage left in plastic or paper bags on the back step become a bear attractant. All garbage must be placed in the provided bins. Local bears are not tame and will quickly become habituated to attending the tenant house for a meal. OPEN BAGS ARE PROHIBITED! Garbage is picked up on Wednesdays and MUST BE MOVED out to the curb by 8:00am. Please place the garbage at the front walkway or if this is not possible, position it at the beginning of the driveway so that it is visible to the driver coming down from Selkirk Hill (14th Ave. S). Unfortunately the green bins blend in with the transformer so it is suggested that the bins be placed so that they can be easily seen.**

Recycling – Please take recycling to the curb (same area as garbage bins) every other Tuesday – the schedule can be found on our Town Website – www.golden.ca – Document Library – Brochures, Guides and General Information – 2014 TOG Recycling Calendar. It has also been placed in the front of your Manuals Binder.

Residence Checks - You are expected to keep your room and the COTR House in a clean, safe and healthy condition. **There will be a house check every month.** The requisite 24 hour notice will be emailed to you (at the email address you provided on your application). Please make sure you check your email on a regular basis. Residence checks include looking at plumbing, appliances, smoke detectors, etc. in order to ensure your safety and well-being.

Insurance - You are advised to make sure all of your personal effects in residence are insured. Your parent's house insurance may be able to cover your effects, so find out from them first. If not, there are two insurance companies in Golden that can provide affordable insurance for your personal items kept in residence.

Health Insurance - It is your responsibility to ensure you are fully covered by medical insurance. If you are a tenant of British Columbia, you would normally arrange this with the Medical Services Plan. If you normally reside out of B.C., please be sure to take all the steps needed to ensure you have full coverage.

Damages – Damages that occur in bedrooms will be charged to the individual living in the room. Damages to COTR House common areas and exterior sheds/areas will be divided between **all** tenants living in the tenant house unless the responsible individual contacts the Town Office. In the event that the residence is not left in the same clean condition as when you arrived we will have our contracted cleaner provide a quote for cleaning charges that will be applied against your damage deposit.

Normal Cleaning and Maintenance - You are expected to keep your room and the common areas clean and tidy at all times. Common areas of the COTR House are a shared responsibility between all roommates. Your responsibilities include emptying the garbage and putting it into the provided bins, vacuuming/sweeping, dusting, keeping the fridge and stove clean, washing floors, bathroom cleaning and any other cleaning requirements as needed.

Regular checks are conducted monthly and any cleaning requirements that continue for a period longer than two months will be completed by outside cleaners and charged back to all tenants. Common area floor cleaning charges will be divided between all occupants.

MOVE OUT CLEANING

Move out cleaning will consist of the following:

Everywhere/Laundry Room:

- Take all nails, screws, tape, putty, etc. off of the walls and ceiling.
- Dust the ceiling fixtures if needed.
- Dust all ledges (window and closet).
- Clean the windows.
- Clean the door knobs and doors.
- Clean all light switches and outlets.
- Clean the walls and baseboards.
- Vacuum or sweep/mop the floors (get any stains out of the carpet, or get the carpet professionally cleaned).
- Get rid of all cobwebs.

Bathroom:

- Remove soap scum from the bathroom tiles and tub/shower.
- Clean out the bathroom drawers and cabinets.
- Clean the toilet, sink, countertop and floor (sweep and mop).
- Clean the mirror.
- Vacuum the exhaust fan if dusty.

Kitchen/Dining Room:

- Clean and wipe all cabinets and drawers.
- Wash and wipe the front of the cabinets.
- Clean all countertops.
- Clean and shine up the sink and faucet.
- Scrub the refrigerator inside and out. Remove all shelves and clean separately if necessary.
- Clean the oven inside and out. Remove shelving, drip pans and burners.
- Make sure all dishes in the cupboards are clean.
- Clean the dishwasher. (you can buy "Finish Dishwasher Cleaner" to do this)
- Clean the microwave
- Move all appliances (if possible) and sweep and mop behind them.
- Sweep and mop floor.

Bedrooms/Living Room:

- Dust, clean and vacuum beds and furniture.
- Beds – if stained please wipe down with a solution of 1 part bleach and 10 parts water or hire a professional cleaner.
- Vacuum carpet and remove any stains (or hire a professional to do this for you)
- Sweep and mop hardwood floors.
- Wash and disinfect the mattress cover (using bleach or some other disinfectant) and place back on the bed after you have vacuumed and cleaned the mattress.
- Clean out the desk drawers.

Outside:

- Remove all of your belongings and debris that might be in the backyard.
- Clean out the fire pit
- Garbage and Recycling cans must be empty.
- Sweep outside entrances.

In the event a tenant moves earlier than the other tenants an inspection will be done of the entire residence prior to the tenant moving out. It will be as if the remaining tenants have become brand new tenants as a new tenancy agreement plus condition inspection report will need to be completed by the remaining tenants. All common areas should be cleaned and repaired before the move-out inspection is done.

MOVE-OUT CHECK LIST

Clean and prepare your room and the COTR House for inspection.

Arrange an inspection time with the Landlord on the day of your actual move out. See available times below.

The landlord and tenant(s) must review the Condition Inspection Report

After inspection and completion of the Condition Inspection Report, please be prepared to give your keys to the landlord.

Arrange with the Post Office to have your mail forwarded.

Any furniture that does not belong in the COTR House will be disposed of at the tenants' expense.

Your damage deposit will be forwarded within 15 days of receiving your forwarding address or at the end of the tenancy if all cleaning and repair conditions have been met.

Any non-food items left behind in the COTR House will be disposed of after one month. Food items will be disposed of immediately.

**ANY SCHEDULED MOVE OUT INSPECTIONS WILL BE CONDUCTED
MONDAY - FRIDAY BETWEEN 8:30AM – 4:30 P.M.**

COTR HOUSE FEES

Application Fee and Room Deposit

The COTR House offers nightly, weekly and monthly accommodations with varying rates dependent upon the length of stay.

All tenants remaining in Residence longer than one week must pay a **\$225.00** refundable **damage deposit**.

Fee Payment Due Dates

September to December Semester

Damage Deposit - \$225.00	Due – August 20
September Rent - \$450.00	Due - August 20 (Rent Payable on the 1 st thereafter)

January to April Semester

Damage Deposit - \$225.00	Due - December 20
January Rent - \$450.00	Due - December 20 (Rent Payable on the 1 st thereafter)

Other Fee Payment Schedules:

3 Weeks or Less - \$115.00/week (tenant to bring bedding)

Daily Rate - \$15 per night (tenant to bring bedding)

Cleaning Fee for Short Term Rental - \$100 for each Floor Used

COTR HOUSE FEES - Continued

Refund Policies

The room and the damage deposit will be refunded if:

1. The College of the Rockies refuses you admission and you notify the Town OF Golden (proof must be submitted). Notification must be received by the Town 15 days prior to the first day of classes or the daily room rate will be charged until notification is received. THE COLLEGE OF THE ROCKIES OFFICE DOES NOT NOTIFY THE TOWN OFFICE WHEN TENANTS ARE NOT ADMITTED.
2. You are unable to accept a room assignment because of a substantiated medical reason (medical certificate required) and a written cancellation is received prior to August 31 or December 31.
3. You have moved into Residence and given 1 full month's notice from the 1st day of the month.
4. The COTR House is full at the time of your departure.

Please note that tenants will forfeit their assignments and room and damage deposits if they fail to pay the fees due by the date shown or if they do not occupy their rooms by September 15th. The room and damage deposits in these cases will be non-refundable.

Priorities Assigned To Applications

Any registered tenant is eligible to live in the Tenant House. Preference will be given to first year full-time tenants.

MAKE CHEQUES PAYABLE TO: "Town of Golden". To avoid misplacement of your payment and possible cancellation of your room, please print your name and room number on the memo line of all cheques, money orders and bank drafts.

FORWARD TO: Payment should be dropped off or mailed directly to The Town of Golden, PO Box 350, Golden, BC V0A 1H0. Town Hall is located at 810 – 9th Avenue South.

RETURNED CHEQUE: A \$30 service charge will be levied on all cheques returned by your Bank.

LATE FEES: Late payments of COTR House fees may not be accepted. In the event that payment is not received by the due date, the assigned room may be forfeited and assigned to another eligible applicant.

ROOM ASSIGNMENT PROCESS: As our assignment process is entirely separate from the College's academic system, tenants must pay the first installment of residence fees by the due date shown on the assignment notice, regardless of whether or not they have been admitted to the College of The Rockies at the time of payment.

AFTER APRIL 30: Those tenants wishing to remain in residence during all or part of May, June, July and August must advise the Town Office upon move-in.

RULES & REGULATIONS

1. Guests:

Tenants are allowed guests under reasonable circumstances in the tenant house. If the number of occupants in the rental unit is unreasonable, the Town of Golden will discuss the issue with the tenant(s) and may serve a notice to end a tenancy. Please inform the Town when you have guests and how long they will be occupying the residence.

2. **Quiet Hours:** The COTR House accommodates up to 5 people. When you have a number of young energetic individuals living together, one must expect a certain degree of disruptive noises. However, everyone must be aware that the COTR House exists to accommodate people interested in securing a college education. No one can succeed without studying and, therefore, the Town of Golden has a mandate to ensure that tenants can study (and sleep) in the Residence.

“Courtesy Hours” are in effect 24 hours per day and should be highly regarded.

Quiet hours are defined as those times during which tenants are prohibited from making any noise that can be heard in any bedroom other than their own. This refers primarily, but not exclusively, to noise emanating from stereo equipment, radios, tape recorders, television sets, musical instruments and verbal communication.

The following Quiet Hours have been established and must be adhered to:

Sunday - Thursday (inclusive)	11:00 p.m. to 8:00 a.m.
Friday - Saturday	1:00 a.m. to 8:00 a.m.
Exam Periods	24 hours
Laundry Room	10:00 a.m. to 10:00 p.m.

Every tenant has the right to request that other people minimize their noise, even during times that are not quiet hours. Similarly, if someone has requested that you be quiet, respect that person’s wishes and reduce your noise output.

Failure to adhere to Quiet Hours may lead to a notice to terminate and expulsion.

3. **ALL AUDIO AND VIDEO EQUIPMENT MUST BE PLAYED AT A REASONABLE VOLUME.** Tenants are also requested to put an additional layer of carpet or cushion under these pieces of equipment in order to reduce vibrations through the floor to those below. Normally musical instruments are not permitted. Exceptions can be made with the permission of the Town of Golden.
4. **Correspondence** with the Town of Golden will take place via email in order that a record of all conversations and comments are logged in the appropriate manner. The contact email address is – **COTRhouse@golden.ca**

5. **Alcohol Use:** In British Columbia the legal drinking age is 19.

Only responsible use of alcohol is permitted in the Residence. All tenants are subject to the provincial liquor regulations governing use of alcohol. **TENANTS WHO USE ALCOHOL IRRESPONSIBLY WILL BE HELD ACCOUNTABLE FOR THEIR ACTIONS.**

- a) Your room and the COTR House are considered private living space. You are entitled to consume alcohol in these areas just as you would in your own home but your behavior or the behavior of your guests must not cause any problems for other individuals living in the Residence or the surrounding area.
- b) **Public areas** and the **front yard** of the Residence **are off-limits for alcohol consumption.** Drinking alcoholic beverages in these areas is **STRICTLY FORBIDDEN.** **Outside drinking must take place only in the fenced back yard.**
- c) Organized events with alcohol:

At any approved event where alcohol is sold and served, the event organizer(s) and all servers, under B.C. Provincial legislation, must have received appropriate training, and be in possession of the certificate that allows them to host or serve at an event involving alcohol. Failure to adhere to the provincial liquor regulations and all Residence policies governing the use of alcohol will result in the suspension of all privileges and liquor licenses.

Note: Private parties may be allowed in the common lounge without the need of a liquor license, as long as alcohol is not sold, AND prior approval has been obtained from The Town of Golden who will stipulate times and arrangements that must be adhered to.

You are given the PRIVILEGE of consuming alcohol in some areas of the COTR House until that privilege is broken. This privilege can be revoked if a responsible attitude is not taken. One can ruin it for all so responsible consumption in these and all areas is expected.

6. **Drug Use:** The use, possession or sale of any illegal drugs is not permitted under any circumstances in the COTR House or its grounds. Violation of this regulation, including the possession of drug paraphernalia, may lead to notice of termination of the offender's License Agreement and eviction. Roommates who are aware of drug use by another tenant are expected, for the benefit of all, to report this information to the Town of Golden.

7. **Fire Equipment:**

EXIT SIGNS, FIRE EXTINGUISHERS, HOSES, ALARM BELLS, HEAT SENSORS AND SMOKE DETECTORS AND ANY OTHER FIRE SAFETY EQUIPMENT ARE SAFETY FEATURES WHICH ARE NECESSARY TO SAFEGUARD TENANTS' SAFETY IN CASE OF FIRE.

MISHANDLING, TAMPERING OR DAMAGING THESE ITEMS, OR USING THE FIRE EQUIPMENT FOR ANY REASON, OTHER THAN IN AN EMERGENCY, IS PROHIBITED AND WILL RESULT IN IMMEDIATE EXPULSION FROM THE RESIDENCE AND THE FOLLOWING FEES BEING DEDUCTED FROM YOUR DAMAGE DEPOSIT:

- Cleaning Fees
- Cost of replacing items damaged by the use of fire safety equipment

- Cost of replacing the fire safety equipment
8. **Tenants shall not do anything** in COTR House or bring any device which would increase the fire risk, cause objectionable noises or vibrations, overload the electrical system, or be of any danger whatsoever to the COTR House and its occupants in any way, or void the insurance coverage of the premises.
 9. **Any appliances used in the rooms must be CSA approved.** Using heat lamps in the rooms is not allowed as they constitute a fire hazard. Use of extension cords and toaster ovens in rooms must receive prior approval of the Town of Golden.
 10. **Tenants shall not do anything or permit** anything being done which would interfere unreasonably with other tenants.
 11. **Verbal, written, sexual** or physical violence, fighting, intimidation, harassment or abuse of any person within COTR House will not be tolerated and may lead to immediate eviction and possible legal charges.
 12. **Any forms of initiation** which may be physically or emotionally harmful to other Tenants are prohibited.
 13. **Anyone who is aware** of an attempt or possibility of an attempt by any person to harm themselves or others in any way shall immediately inform The Town of Golden.
 14. **Tenants shall keep their room clean and safe** and reasonably tidy, and shall also leave any other space or facilities they use in COTR House in at least as good a condition as when they commenced using it.
 15. **Tenants who make use** of any common areas, lounges, laundry rooms, etc., should always leave them in a clean and tidy condition.
 16. **Removal of furniture from rooms,** lounges or common areas without permission from the Town of Golden is strictly prohibited.
 17. **Unauthorized painting or marking** of rooms or other areas is strictly prohibited.
 18. **Tenants must not undertake any repairs** or alterations with regard to electrical wiring, plumbing or physical or structural features. Any required repairs or alterations should be reported to the Town Office.
 19. **Willful or negligent damage** to the COTR House or personal property may result in eviction notice being served by Town of Golden and a recovery from the tenant of all costs incurred for repair and replacement.
 20. **Individuals are not allowed on rooftops,** in mechanical or electrical rooms, hot water tank rooms, or any other area in the COTR House marked as off-limits to unauthorized personnel, unless accompanied by a representative of the Town staff. In addition, climbing or scaling the outside of the COTR House or exiting through windows, is strictly prohibited.
 21. **In order to comply with health regulations,** tenants should store all non-refrigerated food items in glass, tin, or plastic containers.

22. **No pets** are allowed.
23. **Bicycles shall not be permitted** in any area inside the COTR House. Please store them in the outbuilding/area provided.
24. **Unauthorized Keys:** All keys belonging to Town of Golden are considered to be high security keys and copying or duplication of these keys is prohibited. In addition, a Tenant may only be in possession of those keys, owned by Town of Golden, which the individual has been given permission to have. Tenants shall not place any additional locks on any doors at the COTR House.
25. **Illegal Entry:** Illegal entry refers to intent and means of access. An individual must have permission to enter another person's room and must do so without the manipulation of the lock, door, or window. If in possession of another tenant's key, this may only be used with their authority and shall be returned to them immediately after its authorized use is complete. **TENANTS ARE NOT ALLOWED TO LET STRANGERS INTO THE BUILDING.**
26. **All vehicles** must be properly licensed and insured. Dangerous driving, burning rubber, speeding, etc. is a serious offense.
27. **Weapons of any kinds** are strictly prohibited including but not limited to: firearms, hunting knives, sling shots, pellet guns, etc.
28. **Explosives, including firecrackers** and fireworks, hibachi, and flammable substances, such as barbecue tanks and gasoline tanks are not permitted.
29. **Throwing objects** off of or out of the COTR House is prohibited.
30. **The playing of games such as football**, floor hockey, golf, or frisbee is not permitted within the COTR House building.
31. **Smoking is not permitted in any part of the residence or within 7 meters of the building.**
32. **Tenants accepted into** COTR House who have provided any false information on their Application Form may have their Tenancy Agreement terminated.
33. **Tenants and their guests** are expected to cooperate with requests from Town of Golden staff members including the Campground Operators. Failure to cooperate with, and/or verbal or physical abuse of Town of Golden staff and the Campground Operators will result in eviction.
34. **Sublet** – A tenant who wishes to assign or sublet to another tenant must get the written consent of the Town of Golden.

These rules are for the safety and comfort of all. Tenants have the duty to themselves and fellow tenants to report to the Town of Golden any violation of these rules and regulations by any other tenant or group of tenants.

UPSTAIRS:



DOWNSTAIRS:

