



BED BUG INFESTATION POLICY

Bed bug infestation has become a serious problem throughout the country. The Montgomery Housing Authority (MHA) has created this policy to outline the roles and responsibilities of all parties in minimizing and or eliminating bed bug infestation as quickly as possible.

MHA Roles and Responsibilities:

Upon notification from the tenant, the MHA will contact a pest control contractor within three business days to perform an initial inspection of the tenant's apartment. If it is determined that bed bugs are present in the unit, MHA will provide treatment of the unit at no cost to the tenant. Tenant should be advised that treatment may take several weeks. MHA will inform the tenant of its roles and responsibility to cooperate with requirements to successfully eliminate the presence of bed bugs within their unit. The tenant will receive written instructions on how to eliminate the presence of bed bugs in their unit. They will also, receive preventive tips to eliminate bed bugs.

Tenant Roles and Responsibilities:

HUD regulations require the tenant's cooperation in order to successfully eliminate the presence of bed bugs. Therefore, it is the tenant's responsibility to call in a work order as soon as the presence of bed bugs is suspected. This will allow MHA to address the potential infestation at its onset and before it affects other tenants. In addition, the tenant must be onsite when the initial inspection is conducted. If it is determined by MHA that bed bugs are present, the tenant must complete all items listed below prior to treatment and as soon as possible. This will help to minimize the severity of bed bug presence and resolve the problem quickly. A tenant may be deemed in violation of the lease agreement if they fail to fully cooperate and comply with requirements listed below. If the treatment, call for tenants to remove or dispose of household items, furniture, clothing, etc., the tenant will be expected to adhere to the request. The tenant will not be reimbursed the cost of any expense to purchase or replace furniture, clothing, cleaning services or household items.

For treatment to be effective, tenant must perform the tasks listed below prior to the scheduled treatment date:

- Remove all sheets, blankets, mattress covers, pillowcases, etc. from beds, remove all clothing, towels, and linens from closets and dressers and wash in hot water (120+ degrees temperature) and dry in clothes dryer on the highest heat setting for at least 30 minutes. Fold all clothes and linen, place in a plastic bag and seal the bag tightly. Do not place them back on the bed or in the closet until after the unit has been treated.

- Remove everything from bedrooms and hall closets. Closets, dresser drawers, and night stand drawers **must be empty**. Remove all clothing, toys, boxes, etc. from bedroom floors.
- Vacuum (using disposable vacuum cleaner bags) all furniture, dresser drawers, night stand drawers, mattresses and box spring. Place disposable vacuum bag inside plastic garbage bag that is sealed tightly and discard in outdoor trash receptacle immediately.
- Move all furniture to the center of the room(s) being treated.
- Discard all cardboard hangers, boxes, etc.
- Remove all pictures from walls.
- Place all bed bug mattress encasements on all beds. The bed bug mattress encasement is an effective bed bug killer when combined with treatment and **must remain on the mattress for at least one year**. If the mattress encasement becomes torn or damaged it is the tenant's responsibility to replace.
- Discarded mattresses, box springs, furniture, etc, must be removed from the premises and marked as containing bed bugs. Please do not place bed bug materials in dumpsters or trash cans. Call MHA to pick up bed bug items.
- Remain out of the residence for four hours after treatment (includes all household members and pets).
- Furniture that does not respond to treatment must be disposed of at the tenant's expense.

Failure to Comply:

If treatment is scheduled and the exterminator determines that tenant has not performed the above stated responsibilities, the following will occur:

- Treatment will be cancelled by the exterminator.
- Tenant will be held financially responsible for all cost incurred. Cost for each treatment will be billed to the tenant.
- **Tenant lease may be terminated.**

I, _____, certify that I have read and understand the Bed Bug Policy as stated above. I agree to comply with the tenant roles and responsibilities as outlined in this policy, in order to successfully eliminate the presence of bed bugs in my unit.

Head of Household Signature

Date

MHA Representative Signature

Date