

## **NON-DISCRIMINATION POLICY & TENANT ASSIGNMENT POLICY**

### 1. NON-DISCRIMINATION POLICY:

Atlanta Property Management, herein after called PHA, is operated on a non-segregated basis without considering the race, color, religion, sex, handicap, familial status, or national origin of applicants when determining their eligibility for housing or in the assignment of appropriate units as they become vacant.

### 2. TENANT ASSIGNMENT POLICY:

- a. When an appropriate sized unit becomes vacant and available for lease and your name comes up on the waiting list as the next to be offered housing, you will be notified. You will be offered this vacancy without regard to its location.
- b. Upon being notified of the vacancy, you will be required to report to the PHA within **five (5) working days** to **lease** the vacancy or inform the PHA that you will not accept the vacancy.
- c. If, after a bonafide offer is made by the PHA, you elect not to accept the vacancy, you will be provided an opportunity to acknowledge such rejection and your name will be removed from the community-wide waiting list, unless applicant shows "**good cause**".
- d. If an applicant is willing to accept the unit offered but is unable to move at the time of the offer and presents to the satisfaction of the PHA, clear evidence ("**good cause**") that acceptance of the offer of a suitable vacancy will result in undue hardship or handicap not related to considerations of race, color, sex, religion, or national origin, the applicant will not be removed from the Waiting List.
  1. Examples of **good cause** reasons for refusal of an Offer include, but are not limited to:
    - a. inaccessibility to source of employment, education job training, day care, special schools for disabled children, etc.

- b. presence of lead paint in the unit offered when the applicant has children under the age specified by current law.
- c. verified reasons the location would place a family member's life, health or safety in jeopardy.
- d. a health professional verifies temporary hospitalization or recovery from an illness or need for a live-in aide to care for the principal household member.
- e. unit is inappropriate for applicant's disabilities, or the family does not need the accessible features offered by the unit; does not want to be subject to a 30-day notice to move.

Any offer which is not accepted by the applicant within five (5) working days of the date of the offer shall be considered a rejection.

3. ACKNOWLEDGEMENT:

You are requested to acknowledge receipt of an understanding of the PHA's Non-Discrimination and Tenant Assignment Policies by dating and signing this notice below.

\_\_\_\_\_  
S. J. Waters

-----

THIS IS TO ACKNOWLEDGE RECEIPT OF A COPY OF THE TENANT ASSIGNMENT POLICY OF ATLANTA PROPERTY MANAGEMENT.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date