



PET OWNERSHIP AGREEMENT

The following rules will apply for the keeping of pets by Residents living in the units operated by the Sarasota Housing Authority (SHFC). These rules do not apply to service or companion animals that are needed by a person with a documented disability.

A. PET RULES:

1. All residents living at NSP Properties who wish to keep a pet shall request permission in writing to the housing manager and submit a photo of the pet and other required documentation.
2. No type of pet is permitted in a resident's apartment without SHFC's written approval.
Guests are not permitted to bring any type of pet on SHFC property.
3. Common household pets as authorized by this policy means a domesticated animal, such as a dog, litter box trained cat, fish, bird, gerbil or a hamster. Reptiles of any kind, with the exception of small turtles, as well as mice and rats are prohibited. These definitions do not include any wild animals, birds, or fish.
4. The number and size of pets are limited as follows:
 - a. Dogs and Cats- limit of one pet per household, with a maximum weight of 20Lbs at maturity and 12 inches in height at the shoulders. Such limitations do not apply to a service animal used to assist a disabled resident.
 - b. Birds- limit of two per household, no larger than a parakeet. Birds must be kept in a cage at all times.
 - c. Fish- limit of one tank per household with a maximum capacity of 10 gallons
 - d. Turtles- no more than two per household, small in size. Turtles must be kept in a cage or other container at all times.
 - e. Small caged rodents, no more than one per household. Small caged rodents must be kept in a cage or other container at all times.
5. Owners must provide a certification each year at the time of their annual reexamination that the pet continues to be in good health and has all vaccinations required by Federal, State, or local law. The pet owner must produce proof of rabies and distemper booster inoculations to SHFC, a statement from a licensed veterinarian as to the overall health of the dog or date and licensing annually. Although pet liability insurance is not required by SHFC, it is suggested that such insurance be considered.

6. No pet owner will keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws, or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.
7. The pet owner will have his or her cat or dog spayed or neutered and will pay the cost thereof. A veterinarian will verify that the spaying or neutering has been accomplished. If the animal is less than (6) months old, residents must agree to have the appropriate procedures performed when the animal reaches the age of (6) months. Exceptions to this requirement will be granted only upon certification from a veterinarian that permanent harm may result from this procedure due to the pet's age or illness.
8. The pet owner will house the pet inside the pet owner's dwelling unit. The pet owner will keep a cat or a dog on a leash and will control the animal when it is taken out of the dwelling unit for any purpose. The owner of a bird will confine them to a cage at all times. No pet owner will allow the pet to be unattended, unleashed or loose outside the pet owner's dwelling unit or on SHFC property.
9. Dogs must be walked while on a leash and all droppings must be removed and disposed of by the person walking the animal. Units, patios, and yards must be kept free of odors, insect infestation, and pet feces, urine, waste and litter.
10. No resident will keep, raise, train, breed or maintain any pet of any kind at any location, either inside or outside the dwelling unit, for any commercial purpose.
11. No pet owner will keep a vicious or intimidating pet on the premises (i.e. pit bull, chow, Doberman, German shepherd). If the pet owner declines or delays to remove such a pet, the SHFC will do so, in order to safeguard the health and welfare of the residents.
12. SHFC staff, including maintenance personnel, reserve the right to refuse to enter a unit to perform work where there is an unconfined or unattended animal.
13. No pet owner will permit his/her pet to disturb, interfere or diminish the peaceful enjoyment of the pet owner's neighbors or other residents. The term "disturb, interfere or diminish" will include but not be limited to barking, howling, biting, scratching or chirping. The tenant must be able to maintain control over their pets. If the pet owner declines or refuses to remove the pet from the premises, the SHFC will do so.
14. Pets must be restrained and prevented from digging, gnawing, scratching, or otherwise defacing doors, walls, windows, floor coverings, other units, common areas, buildings, landscaping or shrubs, or from damaging SHFC property in any way, including flea or tick infestation.
15. The owner of a cat will pet feed the animal at least once per day; provide a litter box inside the dwelling unit; clean the litter box at least every two (2) days; and take the animal to a veterinarian at least once per year. The pet owner will not permit refuse from the litter box to

accumulate or to become unsanitary or unsightly and will dispose of such droppings by placing them in a plastic sack with tie in a designated trash container outside the building where the pet owner lives.

16. The owner of a dog will pet feed the animal at least once per day; take the animal for a walk at least twice per day; remove the animal droppings at least twice per day; and take the animal to a veterinarian at least once per year. The pet owner will not permit dog droppings to accumulate or to become unsanitary or unsightly and will dispose of such droppings by placing them in a plastic sack with tie in a designated trash container outside the building where the pet owner lives.
17. The pet owner will take the precautions and measures necessary to eliminate pet odors within and around the dwelling unit and will maintain the dwelling unit in a sanitary condition at all times, as determined by the SHFC.
18. No pet owner will alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.
19. SHFC staff will enter a dwelling unit where a pet has been left unattended for 24 hours, remove the pet and transfer it to the proper local law or ordinances in this regard. The SHFC will accept no responsibility for the pet under such circumstances.
20. Pet owners shall be liable for all damages caused by their pets. SHFC shall require the tenant payment of a pet nonrefundable pet fee of \$250.00 for each dog or cat. If the tenant's pet fee does not cover the damages, management and the tenant may agree on a payment plan to pay for the damage in addition to any security deposit held on behalf of the tenant. The pet fee will NOT be refunded to the pet owner. If at any time in the future another pet was brought into the unit, another deposit will be charged for that animal with the same calculation as the first time.
21. Each pet owner will identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care of his/her pet, the alternate custodian will assume responsibility for the care and keeping of the pet, including the removal of the pet from the SHFC premises if necessary.
22. If a resident, including a pet owner, breaches any of the rules set forth above, the SHFC may revoke the privilege of having a pet and evict the resident or pet owner.
23. Applicants/residents who claim that a particular animal is used to assist persons with a disability and who want to be exempt from certain provisions of these pet rules must provide SHFC with:
 - a) A certification that the tenant or prospective tenant or a member of the family is a person with a disability.
 - b) Documentation that the animal actually assists the person with the disability.
24. Persons with disability living in the general occupancy properties, who wants to have an animal assist them and who provide the information required in No. 21 shall be exempt for the following:

- a) Pet fee requirement - however resident is responsible for all damages caused by pet.
- b) Size and weight restrictions

B. NOTICE OF PET RULE VIOLATION:

1. When the SHFC determines on a basis of objective facts supported by written statement, the pet owner has violated one or more of these rules governing the owner or keeping of pets, the SHFC will:
 - A. Serve a notice of the pet rule violation on the owner by sending a letter by first class mail, stamped, and addressed to the resident at the leased dwelling unit, with a proper return address, or
 - B. Serve a copy of the notice on any adult answering the door at the resident's dwelling unit, or if no adult responds, by placing the notice under or through the door if possible, or lease by attaching the notice to the door and documenting in the file that the notice has been served on that day.
2. The notice of pet rule violation must contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated.
3. The notice must state that the pet owner has seven (7) days from the effective date of service of notice to correct the violation (including, in appropriate circumstances, removal of the pet). The pet owner may make a written request for a meeting to discuss the violation, (the effective date of service is the day that the notice is delivered or mailed, or in the case of service by posting, on the day that the notice was initially posted).
4. The notice must state that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to terminate the pet owner's Lease.

C. PET RULE VIOLATION MEETING:

1. If the pet owner makes a timely request for a meeting to discuss an alleged pet rule violation, the SHFC will establish a mutually agreeable time and place for the meeting. The meeting should be arranged within ten (10) days from the effective date of serving the notice of pet rule violation (unless the SHFC agrees to a later date).
2. The SHFC and the pet owner will discuss any alleged pet rule violation and attempt to correct if and reach an agreeable understanding.
3. The SHFC may, as a result of the meeting, give the pet owner additional time to correct the violation.
4. Whatever decision or agreements that were made should be in writing, signed by both parties, with one copy for the pet owner and one copy placed in the resident's file.

D. NOTICE OF PET REMOVAL

1. If the pet owner and the SHFC are unable to resolve the pet rule violation at the meeting, or if the SHFC determines that the pet owner has failed to correct the pet rule violation within any additional time provided for the purpose, then the SHFC will require the pet owner to remove the pet.
2. The notice will contain a brief statement of the factual basis for the determination and the pet rule(s) that have been violated and a statement that the pet owner must remove the pet within seven (7) days of the effective date of service of notice.
3. The notice will also state that failure to remove the pet may result in initiation of procedures to terminate the pet owner's residency.

E. INITIATION OF PROCEDURE TO TERMINATE PET OWNERS' RESIDENCY:

1. The SHFC will not initiate the termination process of the pet owner's residency based on a pet rule violation unless;
2. The pet owner has failed to remove the pet or correct the pet rule violation within the specific time period approved by the SHFC.
3. The pet rule violation is sufficient to begin the termination process of the pet owner's residency under the terms of the Lease and application regulations, and
4. There is provision in resident's Lease that requires that the residency will be terminated in any violation of the Lease.

By signing the pet policy, I acknowledge that I have reviewed and accept the SHFC Pet Policy.

Pets Name: _____ Type: _____

Breed: _____ Color: _____ Weight: _____

Tenants Signature: _____ Date _____

SHFC Representative Date