

*Copies to MAFES Associate Director, MAFES Assistant Director for Financial Services, and Accounts Receivable*

**MISSISSIPPI AGRICULTURAL AND FORESTRY EXPERIMENT STATION  
HOUSING GROUNDS AND MAINTENANCE RULES**

**PURPOSE**

The purpose of these rules is to ensure well-maintained facilities and grounds are available for those who choose to occupy MAFES Housing.

**MAINTENANCE OF PROPERTY**

The tenant is expected to maintain the property in a presentable condition. This includes ground (lawn/ shrubbery) and exterior of all buildings that are in use by the tenant. At the R&E Center/department discretion, some facilities are maintained by the R&E Center /department when it is to the benefit of the R&E Center /department to do so.

**MAINTENANCE OF GROUNDS RULES**

1. Grass – Tenant should mow grass to acceptable standards on a weekly basis (including times that tenant may be on vacation). At no time should the height of the grass exceed six inches.
2. Parking/Driving - Parking/driving on property should be limited to the designated driveway/garage and parking areas.
3. Garbage – Garbage should be managed per the guidelines applicable to each unit.

**MAINTENANCE OF BUILDING RULES**

1. Prompt reporting of any condition which might cause additional damage to the building such as roof leaks, plumbing leaks, broken windows or evidence of termites.
2. Prompt requesting of necessary repair to/ or reporting of/ any malfunction of equipment such as heaters/ air conditioner water heater, stove, light switches, window shades, smoke detectors or fire extinguishers.
3. Monthly inspection of fire extinguishers.
4. Monthly inspection and testing of smoke detectors and replacement of detector batteries.
5. Replacement of light bulbs.
6. Cleaning of the premises should be in accordance with Housing Minimum Cleaning

Initials \_\_\_\_\_

Standards.

7. Storage of wood or cardboard in crawl spaces under the building is prohibited.

### **ALTERATIONS TO GROUNDS OR BUILDING RULES**

1. Construction which requires removal of soil or installation of equipment must be approved by the Associate Director or his designee prior to starting of any work. This includes but is not limited to television antennas, playground equipment, fences, sheds, clotheslines and gardens.
2. Installation of expanding wall anchors will result in a charge for repairing the wall after vacancy.
3. Alterations to property such as painting must be approved by the Associate Director or his designee.

### **INSPECTIONS**

There will be periodic inspections made of the premises with an advance notice of at least one week.

Initials \_\_\_\_\_

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