



The Salvation Army of Dane County Single Unit Occupancy Agreement

Program participants are guests in a Salvation Army of Dane County housing program and pay program fees, not rent. Therefore, they sign no lease and are not entitled to Wisconsin rental property tenant rights. Those accepted as participants sign the program agreement below and are expected to abide by the agreement's terms.

Program Agreement:

Agreement made this _____ day of _____, 20____ between The Salvation Army and _____ (hereinafter program participant or participant).

The above parties hereby agree to the following:

1. The Salvation Army agrees to allow above named participant to occupy unit _____, on a month-to-month basis while participating in the program. No other person, friend or family member of any gender or age may occupy the same unit as the participant. Program participant agrees to provide the Salvation Army a 30 day written notice to vacate.
2. The program participant will pay a deposit of \$ _____ to assure compliance with the terms of this program agreement. This deposit shall be paid upon move-in. This deposit will be returned to the participant within 30 working days of vacating on the condition that the terms of this agreement have been met by the participant and all outstanding financial obligations owed to The Salvation Army by the participant have been paid as determined by The Salvation Army staff.
3. The program participant agrees to pay a per month program fee of \$ _____, payable by the 5th day of each month. A 30 day notice of fee changes will be provided to the program participant for any changes in program fee amounts.
4. The program participant understands that all furnishings in the unit are the property of The Salvation Army and must remain in the unit when the participant leaves the program. Participant agrees that any missing or damaged property owned by The Salvation Army will be paid for by the program participant.
5. The program participant further agrees that upon vacating the premises, the unit will be

cleaned and all personal belongings will be removed by the participant or they will become the property of The Salvation Army, who may use or dispose of the items at our discretion.

6. The program participant will return all keys/fobs prior to vacating the premises to the Property Manager. If the property manager is not available; the program participant will return the keys to the front desk at the Salvation Army.
7. Staff may enter the unit occupied by the program participant at reasonable times with 24 hour advance notice to make repairs, show the unit to prospective program participants, prospective purchasers, City building inspectors, The Salvation Army official representatives, insurance representatives or others to comply with applicable laws or regulations. Staff may enter without advance notice to or consent of the program participant when a health or safety emergency exists, or if the participant is absent, and staff believes entry is necessary to protect the premises from damage or other participants from harm.
8. Any physical damage to the property beyond normal wear and tear will result in immediate termination from the program without further notice.
9. The program participant agrees to abide by all rules of The Salvation Army as outlined. Participant understands that violations of these rules can result in immediate program termination without further notice.
10. The Salvation Army shall make additional reasonable rules governing the premises and program as staff sees necessary. Program participant agrees to honor and observe such rules. Program participants have the right to file complaints. The procedure to be followed when filing a grievance will be outlined by a staff member.

I have read and understand these rules and I agree to abide by them completely as a condition of my participation in the program. I further agree to accept the consequences of breaking these rules, should that occur.

Signature of Participant

Date

Signature of Property Manager

Date