

Welcome to Your New Home!

This Resident Guide has been designed to familiarize you with all the facilities and services available within the Fort Jackson Residential Communities.

Enclosed are policies and procedures regarding your residency. We believe you will find it informative and helpful in becoming acquainted with the Fort Jackson Residential Communities. If, by chance, you have a particular question not covered in this handbook, please do not hesitate to contact the Community Management Office at Fort Jackson. Our management personnel are trained professionals who are committed to your satisfaction.

Sincerely,
Balfour Beatty Communities

Table Of Contents

General Information	Page
Privatization	1
Rental Payment	1
Renter’s Insurance	1
Move-In	2
Use and Residency	2
Community Policies Enforcement	3
Move-Out	4
Eviction	8
Exceptions to Occupancy Policy	9
Right of Entry	9
Utilities	10
Maintenance	Page
Office Hours	11
Damages	11
Energy Conservation	11
Home Inspections	12
Locks & Keys	12
Lock-Outs	12
Maintenance Emergency	13
Maintenance Service Request	13
Pest Control	13
Refuse Collection	15
Self-Help Supplies	17
Community Policies	Page
Air Conditioners	18
Appliances	18
Boards	18
Burning and Bonfires	18
Commercial Enterprises	18
Crises Management/Disaster Situation	20
Decorating and Alterations	20
Door to Door Soliciting	20
Fencing	21
Flags	21
Gasoline Storage	21

Guests	21
Heaters	22
Holiday Decorations	22
Home Alone & Juvenile Curfew	22
Hot Tubs/Whirlpools/Spas	23
Hurricane Procedures	24
Illegal or Unauthorized Activity	24
Landscaping	24
Litter Control	25
Noise	25
Packages	25
Parking, Vehicles, Motor Vehicles, Garages & Carports	25
Pets	26
Playgrounds	29
Plumbing Fixtures/Equipment	29
Satellite Systems	30
Sidewalks, Driveways, Parking, Yards, Porches, Patios & Balconies	30
Smoke & Carbon Monoxide Detectors	32
Speed Limit	32
Storage Buildings	32
Swimming & Wading Pools	32
Trampolines	33
Waterbeds	33
Weapons Policy	33
Window Coverings	33
Fort Jackson Phone Numbers	35

GENERAL INFORMATION

PRIVATIZATION

Fort Jackson is one of the many Army Installations to have privatized housing. As such, Balfour Beatty Communities (Landlord), a private partner with the Army, is proud to take care of our Residents' housing needs. In addition to the Community Management Offices at Fort Jackson, the Army's Residential Communities Office (RCO) stands ready to assist Residents in any way to make your home at Fort Jackson pleasant.

RENTAL PAYMENT

Residents living in Fort Jackson housing will release their BAH to Balfour Beatty Communities. In the event that both husband and wife in one home/dwelling are active duty Residents, only the senior member or the member drawing BAH with dependent rate, whichever is higher, will release the BAH to Landlord. Residents will not make monthly rental payments; instead they will sign a Lease that will contain a provision authorizing the Army's allotment management vendor to process the BAH allotment from the Resident's account to a lockbox account, managed by a trustee. The Residents will only sign one set of start-up paperwork for the full tenure of residency. No additional updates will be required. Should the Lease term begin other than the first day of a month, Residents will be required to make the partial month's rent payment via money order, cashier's check, debit or credit card at the time of signing the Lease.

Pursuant to the Lease, Residents agree to execute any documents which are necessary to authorize the Defense Finance and Accounting Service (DFAS) to make monthly payments equal to the BAH rate to Landlord, and agree to take no action to terminate such automatic payments without making arrangements with Landlord. By paying through the automatic payment system, no security deposit will be required. Rent will continue to equal BAH as adjustments are made to Residents' BAH for periodic increase or promotions/demotions.

When a home is occupied by two eligible Residents for over thirty (30) calendar days (excluding a service member married to a service member), it is considered double occupancy and both Residents must transfer their BAH to Landlord.

Note: BAH is based on the Fort Jackson MHA BAH.

RENTER'S INSURANCE

Landlord will provide personal property (content) insurance for your home. For peace of mind, Residents should ensure that adequate coverage is provided for furniture, jewelry, clothing, and other personal property. We recommend that you obtain additional personal property and liability insurance. The insurance provided by Landlord should be augmented to fully cover personal

property from theft, vandalism, fire, and water damage. Landlord does not provide liability insurance or insurance of any other kind (than already stated) to Residents.

If a loss is sustained and a claim needs to be filed, Residents should notify the Community Management Office immediately or as soon as possible.

MOVE-IN

Once a home has been assigned, the Resident will be given a confirmation letter showing the house number and the move-in date so this information can be provided to the Transportation Office and the move can be scheduled.

On Move-In date, the Resident will be given a housing orientation. This will consist of an explanation of the terms of the Lease, an explanation of the Lead Based Paint Handbook, instructions on placing a service request, an overview of the Resident Guide, and an explanation of the Property Condition Report.

The Resident will be given the option of signing a "Release to Enter" which will authorize service requests to be performed without the Resident or a designated representative being at their home for the requested work and further agreeing to isolate any pets to a room in the home that will not be accessed by the maintenance personnel. Otherwise, a time to perform the work will be scheduled by the Service Request Administrator.

The Community Manager or Resident Specialist will accompany the Residents to their home, complete the Property Condition Report, provide instructions on the operation of appliances, and point out the location of thermostats, circuit breakers/fuse boxes, and water shut-off valves.

USE AND RESIDENCY

Only the listed Residents shall personally use and occupy the premises and will do so solely as a private dwelling. The Resident agrees that the number of Residents will not exceed the number and names shown on the Lease. Residents must notify the Community Management Office if a family increases in size due to an event such as the birth of a child, adoption of a child or addition of any non-dependent personnel. Community Management will update their records to reflect the correct family size.

In the event that any person using the premises or visiting the same shall suffer any fall or other injury, such person shall report to Community Manager the date, time, place and conditions of such occurrence and the names of all persons who have witnessed the same. Such report shall be given no later than the next business day after the event has occurred.

COMMUNITY POLICIES ENFORCEMENT

By signing the Lease, Residents have agreed to abide by its terms, including the provisions in the Resident Guide. Residents are also required to comply with all applicable laws, regulations, policy letters and orders. Civilian Residents who reside with Residents are also subject to both terms of the Lease, the Resident Guide, and applicable laws and regulations while on Fort Jackson. Civilian Residents are subject to criminal prosecution for violation of applicable laws or regulations such as vandalism or theft. As a result of these violations, Fort Jackson command authorities may also deny or limit access to Fort Jackson. These violations may also be considered a breach of the Lease, resulting in its termination.

Notice of Violations

Community Management may issue notices for violations of obligations under the Lease or Resident Guide. For more serious violations, termination of the Lease may occur without previously issuing notices of violations.

Fort Jackson may likewise choose to issue citations and warning letters or take more serious action, depending on the severity of the violation and the number, if any, of previous violations.

Community policies enforcement is as follows:

A Discrepancy Notice will be issued for minor violations, which may not require a Letter of Caution, Warning or Eviction. These types of violations require correction within two (2) business days of receipt of the notice. Failure to do so will result in a formal letter of Caution, Warning or Eviction.

A Letter of Caution will be issued for a Resident's first violation of any nature. Resident will have two (2) business days from receipt of letter to correct the violation. Should Resident fail to correct the violation within two (2) business days, a Letter of Warning will be issued.

A Letter of Warning will be issued for a Resident's second violation of any nature. Resident will have two (2) business days from receipt of letter to correct the violation. Should Resident fail to correct the violation within two (2) business days, a Letter of Eviction may be issued to the Resident.

A Letter of Eviction will be issued for a Resident's third offense of any nature. Resident will have thirty (30) calendar days in which to vacate the home.

Based on the nature of the incident and any other documentation contained within the Resident's File, the Community Manager will determine the appropriate Letter of Caution, Warning or Eviction to issue.

Blatant disregard for the rules and regulations of Fort Jackson by any Resident, regardless of the number of warnings previously received, is grounds for the termination of the Lease Agreement.

Conflict Resolution

In the event of a dispute over community policy enforcement, including Letters of Caution, Warning or Eviction, Resident may submit a letter requesting an appeal to the Community Manager. Should no resolution be reached, the Community Manager will review the dispute with the Area Community Manager. Balfour Beatty Communities will render a decision. If the resident is not satisfied with the outcome of this decision, he may request a review by the Project Director. The Project Director will render a decision.

MOVE-OUT

Move-out will occur under the following conditions:

- At retirement or separation of the Resident.
- At Permanent Change of Station (PCS) of the Resident unless PCS orders authorize retention under Deferred Travel or due to a dependent-restricted tour. In each of these cases, the Resident must submit a Request for Exception of Occupancy to the Community Management Office.
- If Resident is barred from the installation or separated from the military by direction of the Garrison Commander.
- If the Resident otherwise becomes ineligible to remain in housing, the home will be vacated immediately.
- Resident requests to vacate housing and move off post, provided their initial Lease term has been fulfilled and they have given thirty (30) calendar days written notice to the Balfour Beatty Communities Management Office. The movement of household goods will be at the expense of the Resident unless the move is directed for the convenience of the government.
- If prior to the expiration of their initial Lease term, the resident will provide thirty (30) calendar days notice, remit BAH through that period and pay a fee equal to thirty days of BAH to cover the landlord's costs to re-let the home.
- Resident qualifies for a change in housing due to a change in their military status or in the size of their family. In those cases, the resident may submit a new application for appropriate housing in accordance with assignment policies. When the move is at government expense, the assignment date will coincide with the transportation appointment. When the resident is transferring from one home to another, they will have five (5) calendar days.

Move-out Inspections

A minimum of thirty (30) calendar days written notice must be provided to the Community Management Office. In addition to the notice, if the Lease is being terminated prior to the expiration, a copy of orders must accompany the notice.

Upon receipt of the above information, Community Management will provide the Resident with written instructions on minimum standards of cleanliness and conditions that are required when returning housing.

The resident may schedule a pre move-out inspection. The purpose of this inspection is to make the Resident aware of any items that will not meet standards prior to moving. The Property Condition Report that was completed at move-in will be referenced when performing this inspection. Charges will be assessed for any items that are not as a result of normal wear and tear. The Resident will be made aware of the amount of charges that will be assessed if the damages are not repaired.

In the event the Resident elects to have their home cleaned by another source, the Resident may contract with Community Management to do so. The request must be made in writing to the Community Manager. The Resident will give a money order or certified check for the cost of cleaning to the Community Manager at the time of the move-out inspection.

An appointment for a move-out inspection must be scheduled no later than ten (10) business days prior to date of move-out. If there are damages to the home, the Resident may elect to pay for the damages by credit card, certified check, or money order or correct the deficiencies within 24 hours. A final inspection will be performed 24 hours after the move-out inspection. If damages are not corrected at that time, payment will be due immediately.

Any damage charges in excess of \$300 will be documented with photographs.

Upon completion of the final inspection, the Community Manager will accept the keys and will issue a Termination from Housing Certificate to the Resident. A copy of the termination document for electronic transfer of BAH will also be provided.

Abandonment

If the Community Manager is informed of or discovers a home that has been abandoned by the Resident, the Community Manager will notify the Unit Command and request a determination of status of the Resident. If it is determined that the home is indeed abandoned, the Community Manager will assist the Unit Command with completing an inventory of the personal property. The Unit Command will then be responsible to box and store the personal property. The Community Manager will contract for cleaning and arrange for change of occupancy maintenance for the home in order to return it to service. The abandoning Resident will be charged for this service and reimbursement will be sought through normal collection procedures.

EVICTION

In egregious cases, or serious offenses or acts of misconduct, or where a persistent pattern of misconduct occurs, which are contrary to the safety and welfare of others, or non-payment of rent, Resident's actions may result in eviction.

The Community Manager will recommend in severe cases that eviction be mandated immediately and issue a notice to the Resident.

If the violation is of a severe nature that constitutes a threat to the safety and/or welfare of the Resident or the community, then no Letter of Caution will be necessary and the Community Manager will issue a Letter of Warning with a copy to the resident's Unit Command and the Garrison Commander.

Examples of severe violations, which are contrary to the safety, and welfare of other Residents, include but are not limited to: domestic disturbances, felony convictions, spouse or child abuse, and destruction of property. In the event of a second violation related to a warning, the Community Manager will issue a Letter of Eviction.

In the event the Garrison Commander bars a Resident from Fort Jackson, the Landlord may issue a Letter of Eviction whereby the Resident will have thirty (30) calendar days in which to vacate the home.

EXCEPTIONS TO OCCUPANCY POLICY

- Under the following circumstances, Residents may request an exception to the occupancy policy for family members to remain in housing:
- Residents in receipt of Unaccompanied Permanent Change of Station (PCS) orders.
- Residents in receipt of Overseas Accompanied Permanent Change of Station Orders.
- Residents in receipt of PCS orders with Temporary Additional Duty (TDY).
- Death of Active Duty Residents. Family members of the deceased will be permitted to remain in the home without charge for a period of six (6) months.
- Requests must be made by submitting a Request for Exception to Policy Form to the Community Manager, no less than thirty (30) calendar days prior to departure. Any approvals will be contingent upon the Resident signing a Lease Addendum detailing the conditions of the policy exception.

Requests from Residents who have had incidents involving misconduct either by themselves or their family members or have received notices for violations will not be approved.

At any time during the Resident's absence the family wishes to leave housing, the Community Management Office must be notified.

At any time the home is going to be vacant for a period of two (2) weeks or longer, Resident must provide Community Management Office with the name(s) and phone number(s) of the responsible party that the Resident assigned to look after the home.

RIGHT OF ENTRY

The Community Management Office and DES emergency responders have immediate right of entry to homes if emergency conditions are presumed to exist. Such emergency conditions

include the risk of substantial damage to the property, including animals, or risk of death, injury or illness to humans. Management may also enter, with reasonable notice, to make inspections and/or repairs. Maintenance personnel shall leave a copy of the Work Order upon completing the necessary repair or inspection. See section under Maintenance for details.

UTILITIES

All utilities are currently included in the BAH with the exception of TV cable service, Internet access and telephone service. It is the Resident's responsibility to make arrangements for TV cable, Internet access and telephone services. Phone numbers are found in the reference section at the end of this guide. If internet telephone services are purchased, the resident must ensure the 911 service is programmed to the Fort Jackson 911 Center.

MAINTENANCE

OFFICE HOURS

The Community Management and Maintenance Offices are open Monday through Friday: 0730 to 1630.

DAMAGES

There is a charge for the cost of repairs, labor and material for any damage caused to the home, lawn, garage and/or driveway by negligence of the Resident and/or Resident's family, pets or guests. All payments are due within thirty (30) calendar days of the date the repair was completed.

ENERGY AND CONSERVATION

The goal of energy and water conservation is to ensure that the essential needs of all Residents are provided without waste. Energy conservation is a key element in Fort Jackson's effort to become energy efficient. Residents are responsible for practicing energy conservation to avoid waste. The following tips are suggested for Residents to conserve and reduce energy consumption without sacrificing comfort:

- Set thermostat at a comfortable setting without fluctuation to maintain consistent climate control.
- If the home will be vacant for an extended period of time, (weekends, holidays or vacations) during the heating season, turn thermostat back to the lowest setting but not lower than 50 degrees to prevent water lines from freezing.
- If the home will be vacant for an extended period of time, (weekends, holidays or vacations) during the air conditioning season, turn thermostat up to a higher setting.
- Keep doors and windows closed whenever air conditioning or heating is in operation.
- Check toilets for leaks.
- Make sure faucets are shut off properly.
- Use flow controlling nozzle/spray head device for outdoor hoses.
- Run dishwasher when fully loaded.
- Take short showers instead of baths.
- Do not remove or replace devices that have been installed to conserve water such as faucet aerators and low flow showerheads.
- Do full loads of laundry and make sure the water level is right for the size of the load.
- Turn off lights when not needed in unoccupied areas such as basements, garages and outdoor areas during the daylight hours.

HOME INSPECTIONS

Periodic inspections of homes will be conducted, as there is a preventative maintenance program to maintain and assess HVAC systems, appliances, smoke detectors, carbon monoxide detectors and kitchen hood fire suppression systems. Residents will be notified via newsletter, fliers and postings on the Fort Jackson website as to which days maintenance personnel are scheduled to be at the Resident's home to perform preventative maintenance. If the Resident has a "Release to Enter" on file, it will not be necessary for the Resident to be home in order to have the work performed. If the Resident does not have this "Release" on file, the technician will leave a door hanger note indicating their attempt to perform the work and asking that they call to reschedule.

Inspection of Resident homes in relation to ground maintenance and general appearance will be unscheduled. If required, a notice will be issued to Residents advising which conditions need to be corrected. A re-inspection will occur in two (2) business days to confirm that corrective action was taken to cure all discrepancies.

LOCKS & KEYS

Only the Residents listed on the Lease will be issued keys to the home.

Residents are permitted to alter existing locks or install any additional locks with written permission of the Landlord. Permission is to be obtained by submission of a Request for Alterations Form. The permission will stipulate that the replacement lock must be of the same manufacturer of the existing lock and that the Community Management Office must be in receipt of a copy of the new key.

Should keys become lost, immediately notify the Community Management Office. The lock will be changed, and the Resident will be assessed a \$50 replacement fee.

LOCK-OUTS

If a Resident requests the Community Office to unlock the door of a home, the following charges will be incurred:

First lockout during regular business hours	No Charge
Second lockout during regular business hours	\$25.00
All after hours and weekend lockouts	\$50.00

A Resident listed on the Lease must be present at the time that the door is unlocked and show proper identification.

MAINTENANCE EMERGENCY

Emergencies will be handled immediately.

Emergency situations consist of:

- Fire, Police, Medical emergencies - immediately call 911.
- Lack of electricity.
- Broken or non-working doors, locks, windows.
- Roof leaks.
- Lack of heat when outside temperature is below 50 degrees.
- Lack of air conditioning when outside temperature is above 80 degrees.
- Lack of water.
- Non-functioning toilet when only one exists in the home.
- Gas leak – immediately call 911.
- Ranges when entire range is inoperable.
- Refrigerator when not working at all.
- Locked out of home.
- Flooding.
- Broken pipes.
- Any life safety or health concern.
- Water flowing from grass or street areas (possible underground pipe break)
- Overflowing manhole (possible sewer back-ups)

Contact the Community Management Office immediately for assistance when any of these situations occur.

MAINTENANCE SERVICE REQUEST

If a Resident requires routine maintenance, contact the Community Management Office or complete the service request on-line via the website at www.ftjacksonfamilyhousing.com.

PEST CONTROL

Residents are responsible for minor pest control practices consisting of good sanitation and housekeeping practices. For professional pest control treatments, Residents should contact the Community Management Office.

Residents are expected to:

- Maintain homes in a manner to deny access, harborage, and sustenance to household pests.
- Ensure windows and doors are screened and fit properly.

- Repair holes or cracks that permit access into the home, or request Maintenance to perform these tasks.
- Ensure minor cracks and holes inside the home are caulked or otherwise sealed.
- Regularly remove excessive clutter in and around the home; debris, weeds, dead leaves, pet droppings, trash, containers that hold water, etc.
- Protect food by storing in pest proof containers, especially starchy or fatty foods and pet foods.
- Promptly clean up spilled foods, crumbs, drinks, or pet mishaps.
- Clean kitchens after each meal, especially in areas where grease accumulates (drains, vents, ovens, and stoves).
- Wash and submerge dirty dishes in soapy water before retiring.
- Empty garbage and cat litter box daily. Clean dog feces from yards daily.
- Prevent unnecessary accumulation of soiled clothing, rags, corrugated paper boxes, newspapers, empty cans, empty bottles, and paper grocery bags in kitchen, baths, and laundry rooms.
- Have leaks and dripping faucets repaired promptly.

Failure to maintain a home as described above may result in charges for pest service or the termination of the Lease.

A South Carolina licensed pest control vendor meeting DoD training requirements for pest control and application will be at Fort Jackson on a regular basis. A schedule will be made available through the community newsletter and posting on the website. Requests for treatment may be made by contacting the Balfour Beatty Communities Management Office. Depending on the type of pest problem, Resident may be charged for the service.

If a Resident is allergic to common pesticides or has any reaction at all, notify the Community Management Office.

Pesticides may be hazardous to infants under 3 weeks old, the aged, pregnant, those with heart, liver or respiratory problems, and people with allergies, pets, tropical fish, and exotic birds. Residents should inform the pest controller of any such situations, and he will advise of any special safety precautions required.

Control of pests around the outside of homes includes those in trees and shrubs. Pest control services for such problems may be made by contacting the Balfour Beatty Communities Management Office.

Problems involving wasps, bees, hornets, bats, houseflies, mosquitoes, snakes, black widow spiders, rodents (other than mice), ticks, fleas, birds, wood destroying pests, and pests of stored food products should be reported to the Community Management Office.

REFUSE COLLECTION

Household Refuse

Family housing refuse collection at Fort Jackson is contracted. Refuse containers are provided for every home. Refuse will be placed in the provided wheeled container or in plastic bags. No trash of any kind may be put out prior to 1900 the evening before the scheduled pick up day. The curbside pick up schedule will be delivered with the move-in package.

Curbside Pick-Up

Recycling at Fort Jackson is **MANDATORY**. All occupants will be provided a blue poly cart that they can place recyclable materials in co-mingled (mixed together). No recyclable refuse may be put out prior to 1900 the evening before the scheduled pick up day. The curbside pick up schedule will be delivered with the move-in package.

ALL RESIDENTS WILL RECYCLE THE FOLLOWING ITEMS

NEWSPAPER & INSERTS, MAGAZINES: must be no thicker than 1".

CARDBOARD: Break down all cardboard boxes. Large quantities of cardboard that won't fit or that will fill up your cart should be broken down and stacked neatly beside the blue cart at the curb on the day of collection.

ALUMINUM CAN & LIDS ONLY, STEEL CANS & STEEL LIDS: No motor oil cans please. (Empty all liquids and solids from cans and rinse before placing in cart.)

PLASTIC #1: this includes bottles and jugs only with the number "1" inside the recycling symbol.

PLASTIC #2: this includes bottles and jugs only with the number "1" inside the recycling symbol.



LARGE RECYCLABLE ITEMS: Large recyclable items such as refrigerators, stoves, washer, dryers, grills, bicycles, etc. must be placed next to the curb on the day that your bulk recyclables are collected.

Household Hazardous Waste

PAINT: Dry latex paint can be thrown away with the regular trash. Latex or oil-based paint that is still usable can be recycled. Latex paints are more environmentally friendly than oil-based paints. If you are looking for alternatives, nontoxic paints are also available, though they tend to be more expensive than traditional paints.

AEROSOL CANS: Empty aerosol cans may be disposed of with the regular refuse. Minimize waste by completely using aerosol-packaged products prior to disposal.

MOTOR OIL AND VEHICLE BATTERIES: No vehicle maintenance is allowed in housing areas. However, you will appreciate that Auto-Craft Centers and off-post maintenance shops have collection points for motor oil and vehicle battery recycling.

DRUGS: Prescription drugs should be washed down the drain with water.

LAMPS: Incandescent light bulbs can be disposed of with regular trash.

BATTERIES: Small flashlight or calculator-type batteries can be disposed of with the regular trash.

You are encouraged to purchase amounts of products that can be used up easily, read and follow label safety directions, and, if you can't use it up, follow storage and/or the disposal guide for proper disposal.

In addition, the U.S. Environmental Protection Agency offers the alternatives for common household products with non-hazardous products. Please follow these guidelines for any household cleaner or pesticide.

Household Cleaner	Alternative
Drain cleaner	Use a plunger or plumber's snake.
Oven cleaner	Clean spills as soon as the oven cools using steel wool and baking soda; for tough stains, add salt (do not use this method in self-cleaning or continuous-cleaning ovens).
Glass cleaner	Mix 1 tablespoon of vinegar or lemon juice in 1 quart of water. Spray on and use newspaper to wipe dry.
Toilet bowl cleaner	Use a toilet brush and baking soda or vinegar. (This will clean but not disinfect.)
Furniture polish	Mix 1 teaspoon of lemon juice in 1 pint of mineral or vegetable oil, and wipe furniture.
Rug deodorizer	Deodorize dry carpets by sprinkling liberally with baking soda. Wait at least 15 minutes and vacuum. Repeat if necessary.
Silver polish	Boil 2 to 3 inches of water in a shallow pan with 1 teaspoon of salt, 1 teaspoon of baking soda, and a sheet of aluminum foil. Totally submerge silver and boil for 2 to 3 more minutes. Wipe away tarnish. Repeat if necessary. (Do not use this method on antique silver knives. The blade will separate from the handle.) Another alternative is to use nonabrasive toothpaste.
Plant sprays	Wipe leaves with mild soap and water; rinse.
Mothballs	Use cedar chips, lavender flowers, rosemary, mint, or

	white peppercorns.
Flea and tick products	Put brewer's yeast or garlic in your pet's food; sprinkle fennel, rue, rosemary, or eucalyptus seeds or leaves around animal sleeping areas.

DO NOT mix anything with a commercial cleaning agent.

If you do store a homemade mixture, make sure it is properly labeled and do not store it in a container that could be mistaken for food or beverage.

When preparing alternatives, mix only what is needed for the job at hand and mix them in clean, reusable containers. This avoids waste and the need to store any cleaning mixture.

Bulk Pick Up

Routine bulk (couches, chairs, etc.) pick up is provided on a regular basis. Residents will make arrangements through the Community Manager for special move-in/move-out arrangements. Residents will place items on the curb no earlier than 1900 the evening before the scheduled pick up day.

The following conditions apply for bulk collection:

- Bulk items will be picked up at the curb.
- Yard waste (i.e. grass clippings, shrub trimmings, weeds, etc.) that is bagged and left at the curb will be collected.
- Branches, in lengths no longer than 5 feet, must be bundled, tied, and left at the curb. Bundles must be small enough to be handled easily by one person.
- De-rimmed tires will be collected.

SELF-HELP SUPPLIES

At Fort Jackson the Community Management Office will stock complimentary self-help items for the use of Residents in maintaining their home. Such items will consist of shovels, rakes, HVAC filters, caulk, tape, weather stripping, seed and fertilizer.

COMMUNITY POLICIES

AIR CONDITIONERS

Resident owned air conditioners are prohibited. All homes have centrally installed heating and air conditioning units.

APPLIANCES

All homes are fully equipped with a stove, hood vent, refrigerator and all have a dishwasher. The above listed appliances may not be removed or replaced with privately owned appliances. The standard appliances listed above may NOT be moved in any way as to alter the current layout of the homes. However, Residents may utilize a freezer, second refrigerator, etc., to accommodate their household needs when the appropriate power supply is available.

BOARDERS

Boarders or paying guests are prohibited.

BURNING, BONFIRES AND FIREWORKS

Burning rubbish or bonfires and the use of fireworks are prohibited on the installation.

COMMERCIAL ENTERPRISES

Requests for permission to conduct a home enterprise such as tailoring, tax preparation, dressmaking, cake decorating, hobby/crafts, manicures, taxidermy and selling products such as Avon, Tupperware, Longaberger Baskets, etc. on Fort Jackson should be made in writing via the Community Manager. All Local, State, and Federal laws, regulations and licensing requirements will be considered before permission is granted to conduct a business. Businesses that adversely affect the tranquility or safety of the community will not be allowed. Businesses will not duplicate the sale of merchandise and service readily available through the command's officially sanctioned commerce (MWR or AAFES). Utility payment requirements will be determined during the approval process. The Resident is expected to pay for excessive utility consumption used in operation of the business.

To operate home businesses, other than in home childcare, the following conditions apply:

- Residents must have permission from Community Management and the RCI Director.
- Approval for home-based businesses is valid for one year.
- To renew, submit a letter to Community Management.

The following paperwork must be provided with an application:

- Business registration tax identification number (if applicable).
- Any documentation of family housing solicitation privileges presently or previously extended on any military installation and/or the firm he/she represents. If privileges have previously been withdrawn, a statement regarding how and why they were withdrawn will be furnished (to include those allowed to expire through the passage of time).

Childcare Providers are permitted within the Fort Jackson Housing community in accordance with the Family Child Care (FCC) Program and authorization by AR 608-10. The provision of Family Child Care in privately owned family-housing units located on the installation is a privilege extended to family members. Only qualified applicants who meet the standards as determined by the CYS Coordinator under the direction of Fort Jackson will be certified. The Fort Jackson FCC Coordinator will manage this program in accordance with all applicable local, state, and federal requirements. The Fort Jackson FCC Director will ensure the required annual inspections of the home are completed.

Family Child Care is regulated, home-based childcare provided by certified military family members operating as independent contractors from government-owned or privately owned housing. FCC is a subsidized program, through Appropriated Funds, providing an alternate means for parents needing care for their children with a flexible schedule at a reasonable cost.

FCC homes usually require minor modifications and equipment, which are handled through the FCC Director. The Community Management Office must approve modifications that require permanent installation. Also, to assure proper installation, Community Management will arrange to install or supervise the installation of those modifications. Examples of equipment include safety latches, Ground Fault Interrupters and special fire extinguishers. Water heaters and furnaces must not be accessible to children. Landlord will repair any health, safety and maintenance concerns discovered during the FCC pre-certification, through the regular maintenance and repair program. Any additional safety equipment or FCC specific modifications will be performed at the expense of the Resident and/or the FCC program. The Army Risk Management Program (RIMP), a self-funded insurance program, provides liability coverage for FCC providers up to \$500K. RIMP will continue to provide liability coverage even in privatized military family housing. To request to become a FCC provider, Residents need to contact the FCC Director.

Residents may request to make minor modifications to the home, such as the installation of an additional electrical outlet, to assist them in their business. However, the modification cost will be borne by the Resident. When approved modifications are of an extensive nature, the home must be returned to its original configuration prior to the occupant moving.

CRISIS MANAGEMENT/DISASTER SITUATIONS

Balfour Beatty Communities will work in conjunction with all installation personnel and agencies in following procedures for Emergency Warning Announcements due to inclement weather and any other emergency situation.

Announcements may be issued:

- In person.
- On local radio or television.
- By loud speaker PA system.

DECORATING AND ALTERATIONS

Community Management will clean, perform maintenance and paint each home with a standard, off-white paint prior to a new family moving in. Residents may wish to add customized accents to make their house feel more like home. While Community Management supports such projects, it requires Residents to secure authorization for alterations from the Community Manager prior to work being performed and to ensure that potential health and safety hazards are prevented. Authorization is intended to alleviate concern for restoration charges that could be assessed. Alterations include paint, wallpaper, borders, ceiling fans, structural changes and remodeling. Also, attaching or removing fixtures or appliances requires management approval. Authorization may include a requirement to restore the alteration to its original condition.

- Only small nails or "J" hooks should be used for hanging items on walls.
- No nails, screws or hooks should be used on doors or cabinets.
- Wall mirrors, corkboards, paneling, etc. are prohibited on the walls.
- Only removable shelf paper should be used in your cabinets.
- Tub decals are prohibited.
- Removal of window blinds is prohibited.
- Awnings, signs, window tinting or screen doors are prohibited.
- Alterations to carports, porches, patios or balconies are prohibited.

All requests for alterations of any kind must be made by completing the Request to Make Alterations Form and submitted to the Community Manager.

DOOR-TO-DOOR SOLICITING

A few fund-raising programs approved by the Garrison Commander and announced in official bulletins will authorize door-to-door soliciting. Vendors or persons distributing flyers may be asked to show their permit. Any other door-to-door solicitation is prohibited. Residents should notify the Military Police when peddlers or uninvited salespeople are encountered.

FENCING

Residents of individual homes who desire to install a fence must obtain the approved specifications from the Community Management Office. They must then submit a Request for Alterations Form with an accompanying sketch or proposal from the vendor providing the fence. Fences will be of standard design and alignment. Failure to comply with the specifications that are provided will result in disapproval of fence and subsequent removal of the fence at the Resident's expense.

Residents are responsible for the care and maintenance of fenced yards; they will not be mowed or maintained by Balfour Beatty Communities.

All questions related to fencing should be directed to the Community Management Office.

FLAGS

American flags are permitted. All others must be approved by the RCI Director and Balfour Beatty Communities.

GASOLINE STORAGE

Storage of gasoline or other flammable liquids is limited to 3 gallons. Gasoline should never be stored in the house. Outside storage of these items should be child proof. Storage of fuel will be in an approved Underwriters' Laboratories (UL) type container. Glass or open containers are not authorized for storing paint thinner and other flammable materials.

In the event of a leak from a vehicle or a spill of oil, gasoline, other petroleum or hazardous product, call 911 immediately. The resident will be responsible for clean up the area as directed by fire department personnel.

GUESTS

Visitors and guests are welcome, but are subject to all Fort Jackson Rules contained in the Lease and this Guide. Social visits of a temporary nature by Residents or their family members are authorized. Residents are allowed a guest for only fourteen (14) continuous calendar days and not more than thirty (30) calendar days in a year without notifying the Community Manager. If at any time a guest is to remain in housing for more than thirty (30) calendar days, a Guest Request Form containing the name of the guest, age, date of arrival, and expected date of departure must be completed and submitted to the Community Management Office. The Community Manager has approval/disapproval authority.

A visit is bona fide only if the guest is present at the invitation of the host and does not contribute directly or indirectly to any of the household or other expenses that the host must bear because

of such visits. In order to be considered a guest, the Resident must be present. House sitting is not authorized in privatized housing. Occupancy by anyone other than the Resident is prohibited.

HEATERS

Kerosene heaters or other heaters using combustible materials or fluids and open coil heaters are prohibited.

HOLIDAY DECORATIONS

Holiday decorations can be displayed thirty (30) calendar days prior to the holiday and removed within fourteen (14) calendar days after the holiday. Rooftop decorations are prohibited. Decoration materials must be UL approved. Nails, spikes, building staples or any other type of fastener that leaves permanent damage are prohibited. Live Christmas trees are discouraged, but if used must be placed in a stand with a basin that must be continuously filled with water.

HOME ALONE & JUVENILE CURFEW

Residents are responsible for the safeguarding and control of all family members. In accordance with AR 608-18, The Army Family Advocacy Program:

- Under **NO** circumstances will children in Elementary School (1st through 6th grade) be left unattended in any home.
- Children in Junior/Middle School (7th through 8th grade) will not be left unattended in any home for more than a four (4) hour period (during daylight/early evening).
- Children under the age of seven (7) years will not be permitted on playgrounds without adult supervision.
- Residents will ensure that children do not enter any off-limits area, or areas that could be dangerous to the life or health of the child.
- While in their own homes, Residents will exercise all necessary care to prevent damage to property and injury to Residents. All potentially dangerous items, such as matches, drugs, poisonous materials, flammable materials, etc. will be kept out of the reach of children at all times.
- High School youth (9th through 10th) may baby-sit for short periods of time, not to exceed four (4) hours. High School youth (11th through 12th grade) may baby-sit for periods not to exceed 8 hours.
- Family members who provide care in their own homes for children other than their own must comply with all Army Child Care and Child Development Services regulations and policies. Adult family members providing childcare for others must complete the Family Child Care Certification Course available through Child and Youth Services.

- Residents will ensure that their children respect and do not damage private property. Fireworks, air rifles, pellet guns and all firearms will not be discharged anywhere within the neighborhoods.

-

Installation-wide Juvenile Curfew

- Minors will not be in a public place on Fort Jackson from 2400 to 0500
- Individuals seeking further clarification concerning installation curfew policy should contact the Directorate of Emergency Services at 706-791-4397.

For the purpose of this policy, a public place is defined as any location other than a Resident's own home and yard or the home and yard where Resident is an invited guest.

There is no curfew violation if the child was in a public place during the established curfew hours and was:

- Accompanied by a parent or legal guardian.
- Accompanied by an adult at least twenty-one (21) years old and with parental or legal guardian permission.
- Attending a school, religious, government-sponsored or work activity. This includes the travel to and from the activity and travel during the activity (i.e. newspaper carriers).
- In a public place as a result of parental direction or to make an emergency errand (i.e. seeking medical assistance)

Every Resident of the community is required to report suspected neglect and child abuse or known violations of this policy, to the Military Police and to the Balfour Beatty Communities Community Manager.

The Military Police will respond to complaints of violations of this policy. Action taken by the Military Police when a child is found unattended, depends upon the degree of danger in which the child is found.

This policy will be strictly enforced. Residents or guardians who knowingly allow their child or their juvenile guest to violate the curfew policy, or who fail to prevent their child or their juvenile guest from violating this policy, are subject to disciplinary action, civilian prosecution and/or termination of the Lease.

HOT TUBS/WHIRLPOOLS/SPAS

Privately owned hot tubs, whirlpools and spas in any home are prohibited. Exceptions may be granted for special circumstances such as medical treatments.

HURRICANE PROCEDURES

- Monitor local radio and television stations for storm information.
- Remain alert to information being broadcast in housing areas by MP personnel.
- Unnecessary driving and telephone utilization should be curtailed.
- Evacuation plans are available at the Community Management Office.
- Maintain a hurricane evacuation kit that you can take with you.

ILLEGAL OR UNAUTHORIZED ACTIVITY

All Residents, whether tenants or others residing/visiting them in housing, are required by the Lease to refrain from illegal or unauthorized activity. Failure to do so may result in termination of the Lease and/or limitation or denial of access to Fort Jackson and to any other administrative, disciplinary, or criminal action taken by appropriate authorities.

LANDSCAPING

Lawn care, including mowing and raking, is provided for the Residents, except for fenced in yards. Damages to lawns caused by swings, pools, decorations, etc. will be repaired and billed to the Resident.

Residents are responsible for personal flowerbeds, vegetable gardens and for the removal of trash and debris from their lawns and yards.

Flower Gardens

Residents may plant annual and/or perennial flower gardens in beds in front of and adjacent to their homes. Authorization is required prior to any significant alterations made to the existing landscaping. Resident must submit the plan in writing to the Community Management Office along with the Request for Alteration form. Plantings may not cause damage to or interfere with gutters, downspouts, windows, doors, screens, roofs, privacy fences or other structural parts of the building or interfere with air conditioners. The Resident, at own expense, will return the altered area to its original condition prior to vacating housing unless alteration is approved to remain, in writing. Residents in new areas that remove landscaping plants will be charged for those plants.

Vegetable Gardens

Residents may plant small vegetable gardens within back yards only. Areas used for gardening will be returned to original condition with grass following the end of season at Resident's expense.

Platforms or structures in trees, attaching swings to tree limbs and driving nails into the tree trunks are prohibited.

All requests for landscaping alterations of any kind must be made by completing the Request to Make Alterations Form and submitted to the Community Manager.

LITTER CONTROL

Residents are responsible for picking up trash in their yards. In addition, keep Fort Jackson clean and beautiful by:

- Using tightly covered trashcans. Bag and tie all garbage and trash bags. Do not leave them sitting out for pets, wild animals, or the wind to ravage.
- Placing litterbags in cars and being sure to utilize them.
- Picking up trash when seen.
- Coordinating and supporting the cleanup projects for neighborhoods.

A litter free environment shows personal pride in where we live and where our children play and grow. Everyone must do his/her part to keep Fort Jackson litter-free and prevent water pollution every single day.

NOISE

Be considerate of neighbors. Residents must refrain from making or permitting any disturbing noises by their family members or guests. Any noisy or boisterous conduct, including the loud playing of stereos, television or musical instruments, which would disturb the peace and quiet enjoyment of other residents, is absolutely prohibited. Car stereos must be turned down when driving within the community.

PACKAGES

Residents may authorize the Community Management Office to accept mail/UPS/Federal Express, etc. packages on Resident's behalf. This service is provided as a convenience. Packages are to be picked up within 48 hours of notice of arrival. Failure to do so will result in Community Management returning the package to the delivery service.

PARKING, VEHICLES, MOTOR VEHICLES, GARAGES AND CARPORTS

Motor vehicles are to be parked in the garage, in the driveway or in authorized parking areas along the road surface beside the curb, in that priority and not within 15 feet of a fire hydrant. At no time will motor vehicles be allowed to be parked/driven on the grass. Any person violating this regulation will have their vehicle towed by a representative that is contacted by the Military Police.

Vehicles that are parked in driveways may not block nor hinder the free movement up and down the sidewalks.

Motorcycles/mopeds may not be parked on patios, porches, sidewalks or grassy areas. Repairs of any nature to vehicles are prohibited in the neighborhoods. An on-post Auto Craft Shop is available and may be utilized to perform these repairs. The Auto Craft Shop can be reached at 803-751-5755.

Residents are encouraged to utilize the designated on-post POV car wash areas before utilizing the asphalt/concrete areas within the housing areas. The facility is located on Lane Avenue.

Personally owned vehicles may be washed on asphalt or concrete surface areas provided dirt, oils, detergents, etc. are not left to accumulate. If there are water conservation/drought restrictions in effect at Fort Jackson, restrictions limiting the resident's usage for outdoor watering must be followed.

Washing vehicles on grass areas is prohibited.

Parking for boats, trailers, recreational vehicles, pop-up campers, camper shells, and utility trailers is prohibited in the neighborhoods. Storage facilities are available for such vehicles at the RV lot.

Unregistered, inoperable, unlicensed, or abandoned vehicles may not be parked within the neighborhoods. Violators will be ticketed by the Military Police Department and will be subject to having vehicles towed away at the Resident's expense. At no time will vehicles be permitted to be left on jacks.

Preventive measures shall be taken to keep the garage and/or carport floor free of stains; i.e., car oil, grease and rust. Garage and/or carport floors must be free of stains upon move-out.

PETS

Resident Responsibilities

All pets must be micro chipped and registered with the Post Veterinarian as well as the Community Management Office at the time of Lease signing or within ten (10) business days of move-in or acquiring the pet. A Pet Addendum will be executed.

All pets *must* be kept current with vaccinations, testing, and/or treatments.

All dogs and cats must wear their current rabies vaccination tag on their collar or harness. If the tag is lost, a replacement will be obtained from the Post Veterinarian by presenting the animal's current rabies vaccination certificate.

The term "pet owner" will include any person owning, keeping, or harboring an animal. The service member assigned to privatized housing shall be deemed the pet owner of any pet owned, kept, or harbored within housing by any approved person residing in the Resident's home.

Two domestic pets are allowed per home. Dogs and cats are permitted in the home provided they do not become a nuisance to the community or the Community Management Team.

Owners will be held responsible for compliance with current directives and for any damage caused by their pets.

Residents are responsible for cleaning up after their pet throughout all neighborhoods daily. Abandonment of pets is specifically prohibited. Animal owners who no longer desire to keep a pet or who are departing Fort Jackson will not abandon any animal. Unwanted pets should be placed up for adoption.

The privilege of keeping a pet in homes may be revoked and/or a Letter of Caution issued if the pet is determined to be a nuisance. A nuisance is defined as any action of a pet that endangers life or health, or obstructs reasonable or comfortable use of property. For example, an animal may be deemed a nuisance if it:

- Habitually or repeatedly barks in such a manner that it disturbs others.
- Interferes or obstructs persons engaging in exercise or physical activity.
- Defecates on the lawn of a home not occupied by its owner.
- Habitually violates the leash law.

Residents have full responsibility and liability for the conduct of their pets. This includes full restitution for any damages to yards, homes, etc., or hospital bills/*veterinary* bills incurred as a result of injuries inflicted.

Residents with pets are encouraged to maintain additional liability insurance.

Control of Pets

Pets will not be permitted to run loose on Fort Jackson. The privilege of having a pet in family housing may be revoked if a Resident or guest violates the leash law. When pets are not penned, they will be leashed at all times. Dogs will not be chained outdoors and left unattended at any time. No spikes are permitted in the ground to tether pets. If the owner is not home, dogs may not be chained outdoors. Pets may be left in fenced-in-yards for short periods of time with proper food, water, and shelter.

A potentially dangerous animal is defined as any animal that may present an unreasonable risk to the health and safety of those on Fort Jackson. This determination will be based upon such things

as an unusually aggressive or threatening character, substantiated history of demonstrating aggressive or threatening character.

All potentially dangerous animals may not be unattended unless confined indoors, or outdoors in a securely enclosed and locked pen, or other approved structure designed to completely restrain the animal. The Community Manager, or a representative of the Community Manager, will determine if the structure used to restrain the animal is sufficient. Anytime a potentially dangerous animal is outside the above confined secured areas, it must, at all times, be securely leashed and under the control of the owner or his representative.

Doghouses are allowed with authorization from the Community Manager. A Request for Alteration Form must be submitted to the Community Management Office. Doghouses shall conform to the size of the dog, standards of good taste, and shall not detract from the appearance of the property. It must be painted to match the color of the home or white and kept to the rear at all times. Residents are required to remove the doghouse and return the area to original condition with grass seeding at Resident's expense.

Prohibited Animals

The following breeds are not permitted in resident housing: Akita, Chow, Doberman, Pit Bull, Rottweiler, American Staffordshire Terriers, English Staffordshire Bull Terriers, wolf hybrids or any other breed with dominant traits geared toward aggression.

Breeding or raising animals in housing is prohibited. A litter shall be adopted within 8 weeks of birth.

Farm, exotic and wild animals are not allowed in family housing. These animals include all animals normally used as work animals and those kept for the production of food, or opossums, ferrets, raccoons, and any other species of animal not usually considered to be domestic.

Animal Bites

In cases of bites or scratches, contact the Post Veterinarian for examination of the animal. When the owner of an animal that has been involved in a bite/scratch incident is contacted by the Military Police or the Post Veterinarian, the owner is required to transport the animal to the Post Veterinarian's for examination within 24 hours. The Community Manager must also be immediately notified. The privilege of having a pet in family housing may be revoked as a result of a pet biting a person or another animal.

Animals that attack people or other animals may be apprehended by the Military Police. Vicious animals will be removed from Fort Jackson.

Veterinarian Services

The Post Veterinarian is authorized to examine and treat animals owned by person authorized medical privileges. For general information regarding the Veterinary Clinic please call 803-751-7160.

Residents will clear with the Post Veterinarian prior to PCS, ETS or retirement to retrieve their animal's health record. Animal health certificates, when required for interstate and/or overseas travel in conjunction with a move may be obtained from the Post Veterinarian.

Pet Violations

Complaints concerning stray or unattended pets should be directed to the Community Management Office.

Other complaints generally concerning upkeep of grounds around pets should be directed to the Community Manager.

PLAYGROUNDS

Playgrounds are located in every neighborhood. The streets and neighbors' yards are not to be used as children's playgrounds.

Children under the age of six (6) years are not permitted on playgrounds without adult supervision.

Playground equipment swings, slides, etc. are fixed in place and are not to be removed, relocated, changed or altered. No personal equipment will be installed in the playgrounds. In the event of mistreatment of, or damage to, any playground equipment by any Resident or Resident's guests, the Resident will be held financially responsible. Resident and/or the offending party may also be subject to disciplinary or criminal actions, termination of the Lease, and/or have their access to Fort Jackson denied or limited. Enforcement will be as dictated in the Community Policies.

PLUMBING FIXTURES/EQUIPMENT

The plumbing fixtures/equipment in the bathrooms and kitchens is not to be used for any purpose other than that for which they were constructed. No rubbish, rags, disposable diapers, tampons, sanitary napkins, or other obstructive substance shall be thrown in to the toilets.

On the outdoor water spigots there will be a small device attached to the end of the hose bib. This is a backflow/cross-connection prevention device and has been placed on the spigot to protect the water source. Do not remove this device from the water spigot.

Do not place flammable liquids, metal, string, grease, coffee grounds, nutshells, glass, olive or fruit pits, corncobs, paper, wire, bones, rice, pasta or non-food in disposal or sink. Residents will be responsible for all damages resulting from the improper use of such equipment and liable for the cost incurred to repair such equipment and any related damages.

Used grease should be placed in a container and once hardened, thrown in the trash. Misuse may result in sewer line back-ups that present unsanitary conditions that could overflow in to the yards. Furthermore, such back-ups could potentially result in damage to your household goods, and the inconvenience of water outages while repairs are undertaken. Your assistance in keeping our sewer lines healthy is appreciated.

Removal or replacement of existing plumbing fixtures and devices with non-comparable components is prohibited. Upon move-out, the final inspection will confirm the presence of aspirators and low-flow showerheads. Residents will be charged for the replacement of missing devices.

SATELLITE SYSTEMS (TV)

Satellite systems are permitted. Satellite dishes, not larger than one meter in width, may be approved for installation. In order to ensure installation does not damage homes or detract from the appearance of the homes or the community, approval of the system and installation must be given by the Community Manager.

Satellite dishes may be mounted on a separate pole in the backyard or on a pole on the side/back of the home. Dishes may not be mounted directly on homes, including the roof, clothesline pole, false chimney, vent pipe, or attached to any part of the gutter. The satellite dish and its supports must be constructed of rust proof materials and placed away from any electrical power lines. Satellite dishes must be removed prior to move-out and any damage resulting from the installation repaired. Residents are liable for any damage or injury caused by the satellite dishes. Any audio and/or visual interference caused by the system must be corrected.

Satellite systems may not connect into the home's cable television system.

Television antennas are prohibited.

All requests for satellite installation must be made by completing the Request to Make Alterations Form and submitted to the Community Manager.

SIDEWALKS, DRIVEWAYS, PARKING, YARDS, PORCHES, PATIOS & BALCONIES

To preserve a crisp, clean appearance in your housing communities:

- Bikes, toys, patio furniture and lawn equipment, when not in use, should be stored or moved to the back yard.
- Patio furniture, used daily, properly maintained and in good taste can remain on the patio, porch or yard area when not in use.
- Couches, chairs or other furniture not built or intended for outdoor use is prohibited.
- Back yards are expected to be well-maintained and neat in appearance.
- Balconies are expected to be well-maintained and neat in appearance.

Each person leasing housing is expected to conduct himself or herself in a proper manner with due regard for the rights and property of other Residents. Each Resident must understand that the grounds surrounding the home are, in essence, considered to be their private yard and are, therefore, entitled to the same privacy as would be afforded in a civilian community. Assignment to the home does not, in itself, give the Resident and his or her family members the right to use the property occupied by or assigned to other Residents. For example, the playing of uncontrolled baseball games and practicing of golf in areas that are not designated for such, or trespassing across other yards for access or short cuts, is not in the best interest of all Residents and is prohibited.

Platforms or structures in trees, attaching swings to tree limbs and driving nails into the tree trunks are prohibited.

Disposal of cigarette butts in the roadways, parking lots, sidewalks, or any other public areas or in landscaped areas is prohibited.

Bicycles and toys shall not be left unattended in public areas or on sidewalks where they may become a hazard or nuisance. When not in use, these items may not be stored in the driveway. Skateboard ramps in neighborhoods are prohibited.

Storage on porches, patios, balconies, or in carports is prohibited.

Swing sets and other similar types of children's exterior recreational equipment are permitted in rear yards of homes with authorization from the Community Manager prior to installation. Resident must submit a Request for Alterations Form to the Community Management Office. Equipment must be whole and without defect so that it does not present a health and safety risk. Resident is responsible for the safety, supervision, and upkeep of equipment. Resident is also responsible to restore damaged areas of turf/landscape caused by use of said equipment.

Portable barbecues may be used 10 feet away from any building in order to prevent smoke damage or prevent a fire hazard.

Residents are not allowed to attach any athletic devices or basketball backstops to any portion of the home. Freestanding units are authorized; however, they should not be located in a position that encourages children to play in the street.

Umbrella type clotheslines may be used in the backyard. Clotheslines of any kind are not permitted on balconies.

Failure to comply with these provisions may result in the termination of the Lease.

SMOKE & CARBON MONOXIDE DETECTORS

Smoke and carbon monoxide detectors have been provided to comply with local safety ordinances and shall not be deactivated or removed. Any questions about operation or performance can be directed to the Community Management Office. Residents agree to immediately report a malfunctioning device to the Community Management Office. Any activation of these devices, other than a malfunction, shall be reported immediately by calling 911.

SPEED LIMIT

The speed limit in the housing neighborhoods of Fort Jackson is 20 MPH. If children are in or around the street or poor weather conditions exist, 15 MPH may be too fast and you are expected to drive accordingly. There are too many children and the risk is too high in Fort Jackson for the speed limit not to be ***STRICTLY ENFORCED. DO NOT SPEED.***

STORAGE BUILDINGS

Storage sheds are prohibited. Homes with storage sheds existing prior to June 1, 2008 will be permitted to remain until the existing Resident vacates. Residents are required to remove the storage shed and return the area to original condition with grass seeding at Resident's expense.

SWIMMING & WADING POOLS

The use of swimming pools is prohibited. Small wading pools up to 6 feet in diameter and 1 foot in depth are permitted in the backyards only. When wading pools are in use by children, adult supervision is required. When wading pools are not in use, they must be emptied and stored. There are full-time water conservation/drought restrictions in effect for Fort Jackson. These restrictions limit the resident's usage for outdoor watering, to include the filling of pools, to an even/odd basis. The resident is regulated by their address and the day of the month. The resident may only use water for outdoor purposes on even numbered calendar days if the home or business has an even numbered street address. Likewise, those with odd numbered addresses may only use water for outdoor purposes on odd days of the month. By ensuring these

wading pools are emptied and stored when not in use, this will help to prevent them from becoming a breeding ground for mosquitoes.

TRAMPOLINES

Trampolines are prohibited in Fort Jackson.

Those approved and in compliance with regulations prior to June 1, 2008, will be permitted to remain until the Resident vacates if proper documentation of approval is provided to the Community Management Office.

WATERBEDS

Use of waterbeds is authorized on first floor bedrooms only. Residents will be held liable for any damages caused by the use of a waterbed.

WEAPONS POLICY

In accordance with AR REG 190-2; 3-1, Residents and family members residing in the home may possess and store privately owned weapons, which include firearms, crossbows, and BB and pellet guns.

All privately owned permitted weapons must be registered with the Provost Marshal's Office and the Community Management Office within three (3) working days after arrival on the installation or after obtaining the weapon. A Weapon Addendum must be executed when signing the Lease and/or within three (3) working days after obtaining the weapon.

All Installation and South Carolina State laws regarding firearms must be met.

All firearms and other potentially dangerous weapons must be stored out of children's reach and access in a secure space. All firearms should be kept in an unloaded condition, i.e. empty of bullets or cartridges.

Violations of the Weapons Policy may be grounds for termination of the Lease.

WINDOW COVERING

Only proper window decorations and coverings may be used to cover windows. Items such as flags, sheets, and blankets should not be used to cover windows. All window coverings must have a white or beige backing. If shades or blinds that have been provided by Balfour Beatty Communities are broken and need to be replaced, contact the Community Management Office to

make arrangements for replacement. If the replacement is necessary due to negligence on the part of the Resident a charge may be assessed.

FORT JACKSON PHONE NUMBERS

Emergency	911
Fort Jackson Military Police	911
Fort Jackson Fire Department	911
Fire Operations (non-emergency)	751-1614/1615
Fire Prevention	751-1610/1611/5239
Fort Jackson Ambulance	911
Poison Control Center	1-800-282-5846
Fort Jackson Post Veterinary Clinic	751-7160
Balfour Beatty Communities Management Office	790-7913
Ft. Jackson Post Directory Assistance	751-7511
Phone Company	780-2355
Cable TV Company	782-7628
Fort Jackson Chapel	751-3121
Outdoor Recreation Center	751-1245
Fort Jackson Safety Office	751-7233
Red Cross	751-4329/5923
County Humane Society	783-1267

~ NOTES ~