



## GSHC Air Conditioner Policy

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Tenants wishing to operate an air conditioner in their apartment during the summer months are first required to request permission **in writing** to install the air conditioner, and pay the air conditioner fee. As stated in Clause 23 of the Greater Sudbury Housing Corporation's Tenant Lease Agreement:

"The Tenant shall not make any alternations to the Rental Unit, alter the equipment, or install fixtures in the Rental Unit (alterations) without the prior written approval of the Landlord, which approval may not be unreasonably or arbitrarily withheld".

Where the Housing Corporation pays for electricity, a flat fee of \$100.00 for each air conditioner will be charged, to assist in defraying the additional hydro expense resulting from the operation of an air conditioner(s) in the unit.

The installation, operation, and removal of an air conditioner are the sole responsibility of the tenant and installations must be performed by qualified personnel. Alterations to the rental unit, cutting, drilling or otherwise modifying the existing window, glazing or window framing, to allow for the installation of an air conditioner are not permitted.

If you intend to operate an air conditioner this summer, please complete the bottom portion of this information letter and return it to the Greater Sudbury Housing Corporation office along with a payment of \$100.00. Payment may be made by cash, cheque, or money order.

For safety reasons, tenants living in apartment buildings with balconies must install air conditioners in a window located over the balcony. \_\_\_\_\_ (initial).

If you have any questions, please feel free to contact your Property Manager.

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Yes I wish to operate an air conditioner this summer. Enclosed please find my \$100.00 payment.

Tenant Account #: \_\_\_\_\_

Name: \_\_\_\_\_  
(Please Print)

Address: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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