

HOUSING AGREEMENT
Wardens/Deputy Wardens/Chiefs of Security

The Department of Corrections, "Landlord," by and through its institutional agent agrees to provide:

1. Housing, for the wardens/deputy wardens/chiefs of security and their families on institutional grounds at no cost, including major appliances;
2. Utilities, including electricity, gas, water, sewage, garbage;
3. Base line monthly telephone charges and the cost of one telephone instrument for private telephone services (wardens, deputy wardens only);
4. An institutional telephone;
5. Yard care and maintenance; and
6. Routine maintenance on household structures and appliances, including the repair or replacement of damage caused by ordinary and reasonable wear and tear.

The warden/deputy warden/chief of security, "Tenant" agrees to:

1. Except as provided by law or as authorized by the prior written consent of the landlord, tenants will not make any repairs or alterations to the premises, including but not limited to, painting the walls, installing wallpaper, murals, paneling, tile or hanging posters or pictures weighing in excess of 20 pounds;
2. Promptly use, operate and safeguard the premises and all furnishings, appliances, and fixtures within the premises. Tenant further agrees to maintain the premises in a clean/sanitary condition, and upon termination of the tenancy, to surrender the premises to the landlord in the same condition as when the tenant(s) first took occupancy, except for normal wear and tear;
3. Notify landlord in writing upon discovery of any damages, effects or dangerous conditions in and about the premises and reimburse the landlord for the cost of any repairs or damages caused by misuse and/or negligence on the part of tenants, guests or invitees;
4. Keep landlord advised of total number of persons occupying assigned institutional housing;
5. Not allow any pets to be kept on the premises without first obtaining approval of the landlord (a pet deposit in the amount of \$500.00 is mandatory for each animal that will be kept inside the dwelling). (Vicious, poisonous and non-domesticated animals are strictly prohibited);
6. Not allow any portion of the premises to be sublet or re-assigned without the prior written consent of the landlord;
7. Not utilize the premises in such a way as to violate any law or ordinance, commit waste or nuisance, or annoy, disturb, inconvenience or interfere with the quiet enjoyment of any other or nearby resident;

8. Make the premises available to the landlord or landlord's agent for the purposes of making repairs, improvements or in the case of an emergency (Except in the case of an emergency, landlord will give tenants reasonable notice of intent to enter. For these purposes, 24 hour written notice will be deemed reasonable);
9. Not add, alter or re-key any locks to the premises without first obtaining the landlord's prior consent. (For the purpose of this section, the landlord or landlord's designee will control issuance and retrieval of all keys capable of unlocking all such locks capable of gaining entry into premises);
10. Maintain renters' insurance on all personal property in the home; and to provide proof of such insurance to the landlord prior to taking possession of the property and at least annually thereafter. (For the purpose of this section, the tenant agrees to assume full responsibility for all personal property placed, stored or located on or about the premises. Tenant further agrees to notify landlord of any changes in status or renters' insurance within 30 days of such change);
11. Expressly release the landlord from any and all liability for any damages or injury to tenants or any other person, or to any property, occurring on the premises unless such damage is the direct result of the negligence or unlawful act on the part of the landlord or landlord's agents; and
12. Vacate premises within 30 days of resignation, separation, notice or separation (to include notice of intent to retire) or removal from position.

This document constitutes the entire contractual agreement between the tenants and landlord. It cannot be modified except in writing and must be signed by all parties prior to taking possession or property. Neither the landlord nor tenants have made any promises or representations, other than those set forth in this agreement and those implied in Oklahoma law. The failure of tenants, guests and/or invitees to comply with any term of this agreement is grounds for termination of tenancy, with appropriate notice to tenants and procedures as provided by law.

This agreement is entered into this _____ day of _____, 20____ and will expire and require renewal 12 calendar months from the date of last issuance.

Tenant/Address

Date

Landlord

Date

(R 12/14)