

Seymour I. Hollander Apartments  
4190 Park Avenue  
Bridgeport, CT 06604  
203.374.7868

## **PET POLICY & AGREEMENT**

A “pet” is a small, common, household domesticated animal, such as a dog, cat, fish, or rodent that is traditionally kept in the home for pleasure rather than for commercial purposes. A reptile (except a turtle), a guard dog, dogs bred for fighting, and exotic animals are not “pets” by this definition and are not allowed. Certain portions of this policy do not apply to guide dogs or trained service animals.

### **I. CATEGORIES OF PETS**

After fulfilling the management requirements, residents may maintain a pet from only ONE (1) of the following categories:

**DOG:** Maximum number: One  
Maximum size: 25 pounds  
Must be spayed or neutered  
Current distemper and rabies shots with certification annually  
Must be of gentle disposition  
Must be house-broken

**CAT:** Maximum number: One  
Must be spayed or neutered  
Current distemper, feline leukemia, and rabies shots with certification annually  
Must be litter-box trained

**FISH:** Maximum number: Ten  
No carnivorous species allowed  
One aquarium, maximum size 10 gallons  
Aquarium shall be placed in a safe location away from doors and pathways  
*Fish bowls one gallon or less may be placed on kitchen counter without prior written approval*

**BIRDS:** Maximum number: Two  
Maximum size: Parakeet size or small parrot  
No Myna birds  
Bird(s) shall not be allowed out of cage

**MISC.:** Maximum number: One  
Small rodents, limited to hamsters, guinea pigs, and rabbits  
Standard-sized cage appropriate for animal size

## **II. PET MOBILITY AND HOUSING**

1. Dogs must be on a leash at all times when not in the pet owner's apartment (see Section V.).
2. Cats/birds/misc. pets must be transported in a closed carrier when moving through the common areas.
3. Pet owner may not enter an elevator if someone on the elevator objects to the owner's pet.
4. Pets may not be in any common areas other than to come and go from the apartment to the outdoors.
5. Access to the outdoors with pets is only through the front door of the building.
6. Pets are not allowed in the Community Room.

## **III. PET APPLICATION, INTERVIEW PROCESS, ALTERNATE CARETAKER & APPROVAL OF PET**

1. No resident may have a pet on the premises (except for fish in a bowl under one gallon) before applying in writing to the office staff, being interviewed by the Executive Director, completing the Pet Application and Emergency Action forms, paying the pet security deposit (Section XIII), and receiving written notification of management's decision as to the pet's acceptability by management. The resident must complete the following information on the Pet Application and Emergency Action forms (**pages 5 & 6**):
  - a) Verification of inoculations
  - b) Information to identify pet and establish it as a "common household pet"
  - c) Verification of pet licensure
  - d) Verification of spaying or neutering
  - e) Supply management with the names and telephone numbers of at least two persons who will assume immediate responsibility for the pet in case of an emergency (i.e. when the pet owner is absent or unable to maintain the pet adequately). Verification of the willingness of these persons to assume immediate alternate caretaker responsibility is required. It is the responsibility of the pet owner to inform management of any change of alternate caretakers. Any expense(s) relating to alternate caretakers shall be the responsibility of the pet owner(s).
2. In cases of emergency, when management is unable to reach the alternate caretakers designated on the Emergency Action Form (**page 6**), or if the caretakers fail to act in an immediate capacity, the owner has the right to take action to remove the pet from Hollander. The pet owner agrees to allow management to place the pet in an appropriate boarding facility, with all fees and costs associated with transportation and boarding to be the responsibility of the pet owner (**see Section IX.**). Within five days of such an emergency, the resident, his/her agent, family, or estate must make arrangements with the holder of the pet as to its disposition and shall be responsible for all obligations, financial and otherwise, in such disposition. A situation where a pet is left unattended for 12 or more hours will be deemed an emergency and management or maintenance will take action to have the pet removed from Hollander at expense of the pet owner (**see Section IX.**). Hollander House does not accept any responsibility for the pet.
3. THE RESIDENT PET OWNER ABSOLVES THE HOLLANDER HOUSE AND ITS AGENTS OF ANY OR ALL LIABILITY, FINANCIAL OR OTHERWISE, FOR THE ACTIONS TAKEN ON BEHALF OF THE PET OWNER OR FOR THE WELL BEING OF THE PET.
4. The interview (**page 7**) is to verify that the pet complies with the pet selection criteria and is in good health, well cared-for, well behaved, and under control of its owner. The pet owner will be provided with a written ruling as to the pet's acceptability after the interview.

5. An annual review must be performed on the status of the pet to include such points as health, behavior, and inoculations. Emergency action forms shall be reviewed and revised as necessary, at least once each year, at a time designated by management.

#### **IV. ANIMAL WASTE DISPOSAL & WALKING PETS**

1. Indoor animal waste (cat litter or waste from animal cages) is to be double bagged, sealed, and placed into the garbage can that is located at the bottom of the stairs through the blue door at the far end of the laundry room on the first floor. Drop the sealed bag into the waste basket from the landing. **DO NOT WALK DOWN THOSE STAIRS TO DISCARD WASTE BAGS OR YOU MIGHT GET LOCKED OUT.**
2. Cat litter and waste from animal cages must be changed twice weekly and cleaned daily.
3. Outdoor animal waste **MUST** be picked up, bagged, sealed, and placed into one of the two pet waste receptacles (green "Fido Houses") located outside on the grassy areas of the northeastern and southeastern corners of the property. Complimentary pet waste baggies are also available at those receptacles.
4. **NO** animal waste may be placed down the compactor chute, in tenants' own garbage cans, or in any other common area garbage can.
5. Pets are to be walked only in designated pet walking areas, which are located on the north lawns on both sides of the visitor parking area, east lawn in front of the parking spaces, and southeast corner lawn.
6. Pets must not be allowed to urinate on plants, trees, shrubs, flowers, lawn, landscaped planting beds, or areas outside the designated dog walking area(s).
7. Do not walk pets on the front island, back yard/west lawn or patio, or anywhere else that residents sit for leisure or to wait for rides.
8. Do not walk pets or allow them to relieve themselves on the neighboring property of the Jewish Senior Services campus or on any other neighboring private properties.

*It is the responsibility of all tenants to inform their helpers and home health aides of pet and pet waste disposal guidelines.*

#### **V. PET OWNER COURTESY**

1. The pet owner must keep the pet under control at all times so that the pet does not jump on or frighten other residents or visitors. The pet owner acknowledges that other residents and guests may have sensitivities or allergies or may be frightened by animals.
2. Dogs must be kept on a short leash at all times when inside the building and dogs must be kept on a leash no longer than six feet when outside the building on Hollander property.
3. Pet owner may not enter an elevator if someone on the elevator objects to the owner's pet **(also outlined in Section II.)**. The pet owner must wait for the next available elevator.

#### **VI. PET NOISE**

1. Pets that disturb the peace and quiet enjoyment of neighbors through noise (barking, meowing, whining, chirping, running around the apartment, etc.), foul smells, animal waste, biting, scratching, or other nuisance will be removed from the premises. **(See Section IX.)**

## VII. PET CARE

1. The pet owner agrees to provide pet care, proper nutrition, regular exercise, and medical care for the pet. Pets that appear to be poorly care for will be reported to Animal Control or other municipal authority for removal at the owner's expense. **(See Section IX.)**
2. Pet owners are responsible for providing proof to management of annual shots and licensing of the pet.
3. Management reserves the right, for proper cause, to inspect the pet owner's apartment at any time (after proper notice, if possible, and without notice in an emergency) in order to verify the condition of the apartment and/or the pet.
4. A pet must be removed by the pet owner from his or her apartment for flea or pest control treatment of the apartment if necessary.
5. If management deems it to be necessary to fumigate the apartment as a result of the presence of a pet, the resident pet owner will be responsible for all costs incurred. **(See Section IX.)**
6. Upon admission of a pet to the Hollander House, the pet owner shall file with the management proof that a flea fumigation program acceptable to management will be maintained for any fur-bearing pet. Thereafter, the owner of the fur-bearing pet shall file, at intervals determined by management, proof that the pet and/or the apartment is being fumigated for fleas by an accredited pest control professional.

## VIII. PET VIOLATIONS

1. Pet owners will be informed in writing of any alleged violations of the Pet Policy & Agreement and given five (5) days to correct the problem or make a written request to discuss the problem with management. Failure to correct the problem or appear at a meeting to discuss the problem will result in removal of the pet from the Hollander House **(See Section IX.)**. Said failure to respond may further result in eviction proceedings against the resident pet owner.
2. Management reserves the right to act immediately to remove the offending pet immediately in situations deemed to be of an emergency nature. **(See Section IX.)**
3. Management reserves the right to fine pet owners up to \$25 per violation and/or occurrence for violations of this Pet Policy & Agreement.

## IX. PET LIABILITY

1. Residents owning pets shall be liable for the entire amount of cost(s) of damages to the Hollander House caused by the pet, including all cleaning, repairing, flea/pest fumigation, and deodorizing expenses.
2. Residents owning pets shall be liable for the entire amount of cost(s) to transport and board a pet in the event that the resident is absent from Hollander and alternate caretakers are not available or are unresponsive to staff, or in a situation deemed to be an emergency.
3. Management strongly recommends that residents maintain dog owner's liability insurance.

## X. PET DEPOSIT

1. Each pet owner must provide a Pet Security Deposit in the amount of **\$300**, in addition to the standard rental security deposit amount, prior to the pet's arrival at Hollander. This deposit shall be maintained by management in a separate account, as required by state law and HUD regulations for the maintenance of security deposits, and will be handled in the same way as a rental security deposit. The Pet Security Deposit is a safeguard against damage such as, but not limited to, foul odors, stains, scratches, rips, tears, etc., by the pet to the carpeting or other furnishings or fixtures in the apartment or the common areas.

**HOLLANDER PET APPLICATION FORM**  
**RESIDENT MUST SUBMIT COMPLETED FORM TO MANAGEMENT**

Resident Name: \_\_\_\_\_ Apartment #: \_\_\_\_\_

Type of Pet: \_\_\_\_\_ Age of Pet: \_\_\_\_\_ years, \_\_\_\_\_ months

Name of Pet: \_\_\_\_\_ Weight of Pet: \_\_\_\_\_ lbs, \_\_\_\_\_ oz.

Color and/or other description of pet: \_\_\_\_\_

1. How long have you owned this pet? \_\_\_\_\_ years, \_\_\_\_\_ months

2. Has your pet lived in rental housing previously? (Circle one) YES NO

If YES, please complete the following previous rental housing information for reference purposes:

Name of Apartment/Rental Complex: \_\_\_\_\_

Name of Property Manager: \_\_\_\_\_

Manager's Telephone Number: \_\_\_\_\_

3. Name of Veterinarian: \_\_\_\_\_

Address of Veterinarian: \_\_\_\_\_

Telephone Number of Veterinarian: \_\_\_\_\_

4. City/Town where Pet is Licensed: \_\_\_\_\_

Pet License Number: \_\_\_\_\_

5. Has your pet been spayed or neutered? (Circle one) YES NO

6. If your pet is a cat, has it been declawed? (Circle one) YES NO

7. If your pet is a dog, does the pet respond to voice commands? (Circle one) YES NO

Signature of Resident: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Printed Name: \_\_\_\_\_

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

# **HOLLANDER PET EMERGENCY ACTION FORM**

**RESIDENT MUST SUBMIT COMPLETED FORM TO MANAGEMENT**

Resident Name: \_\_\_\_\_ Apartment #: \_\_\_\_\_

**Names and complete contact information for two persons who will take immediate responsibility for emergency care of your pet:**

**1.** Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number – Daytime: \_\_\_\_\_

Telephone Number – Evening: \_\_\_\_\_

Telephone Number – Mobile: \_\_\_\_\_

Email Address: \_\_\_\_\_

I hereby accept the responsibility of Emergency Caretaker as outlined in the Hollander Pet Policy.

Signature of Caretaker #1: \_\_\_\_\_ Date: \_\_\_\_\_

**2.** Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number – Daytime: \_\_\_\_\_

Telephone Number – Evening: \_\_\_\_\_

Telephone Number – Mobile: \_\_\_\_\_

Email Address: \_\_\_\_\_

I hereby accept the responsibility of Emergency Caretaker as outlined in the Hollander Pet Policy.

Signature of Caretaker #2: \_\_\_\_\_ Date: \_\_\_\_\_

**Name and contact information for the kennel or other place where you board your pet:**

Boarding Site Name: \_\_\_\_\_

Boarding Site Address: \_\_\_\_\_

Boarding Site Telephone Number: \_\_\_\_\_

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

# HOLLANDER PET INTERVIEW & DETERMINATION FORM

## FOR HOLLANDER STAFF USE ONLY

Resident Name: \_\_\_\_\_ Apartment #: \_\_\_\_\_

Resident Telephone Number: \_\_\_\_\_

Type/Breed of Pet: \_\_\_\_\_ Name of Pet: \_\_\_\_\_

PASS FAIL

\_\_\_\_ Current pet license

\_\_\_\_ Proof of current inoculations

\_\_\_\_ Written verification of spaying or neutering, or Veterinarian's letter stating that such surgery would be detrimental to the health of the pet

\_\_\_\_ Verification from Veterinarian of the size and temperament of the pet

\_\_\_\_ Verification by staff via telephone or notarized affidavit of the alternative pet caretakers

### PET OWNERSHIP DETERMINATION

Failure to meet any of the above requirements will result in the denial of admission for the pet in question to the Hollander House.

\_\_\_\_ Pet is accepted for admission to Hollander House, Security Deposit received on: \_\_\_\_\_

\_\_\_\_ Pet is denied admission to Hollander House

Reason(s) for denial of pet admission: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Resident was notified of determination in writing on: \_\_\_\_\_

(Date)

Staff Printed Name: \_\_\_\_\_

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

**LEASE ADDENDUM**  
HOLLANDER PET PARK  
HOLD HARMLESS CLAUSE

ATTACHED HERETO AND MADE A PART THEREOF  
THE HOLLANDER PET POLICY & AGREEMENT

\_\_\_\_\_  
Date

I hereby agree to indemnify and hold Greater Bridgeport Jewish Housing Corp. d/b/a Seymour I. Hollander Apartments harmless for any damage or injury that may arise as a result of allowing me and my pet to use the Hollander Pet Park. I further agree to carry my own liability insurance to cover any damages or injury that may arise as a result of allowing me and my pet to use the Hollander Pet Park.

\_\_\_\_\_  
Tenant/Pet Owner Printed Name

\_\_\_\_\_  
Tenant/Pet Owner Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Staff Printed Name

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Date Signed

# **HOLLANDER PET POLICY ACKNOWLEDGEMENT FORM**

**RESIDENT MUST SUBMIT COMPLETED FORM TO MANAGEMENT**

The managers and owners of the Hollander House thank all pet owners in advance for their cooperation with the guidelines set forth by this Pet Policy & Agreement.

I have received a copy of the Pet Policy & Agreement and hereby agree to abide by its stipulations.

Printed Name of Resident: \_\_\_\_\_ Apartment Number: \_\_\_\_\_

Signature of Resident: \_\_\_\_\_ Date: \_\_\_\_\_