

## Centacare Evolve Housing Fact Sheet

# Looking After Your Centacare Evolve Housing Home

### **Before you move in:**

Before you move into your home, Centacare Evolve Housing will have made sure it is clean and in good condition.

### **What are my responsibilities?**

It is a condition of your lease that you look after your community housing home.

From the first time you are given the keys, it is your responsibility to keep your home in good condition and avoid damage by

- Keeping the inside and outside area clean and tidy
- Dusting and vacuuming regularly
- Keeping the bathroom and kitchen areas clean and tidy
- Keeping the house free from pests and vermin
- Replace electrical fuses, light globes and fluorescent tubes
- Ensuring smoke detector batteries are always fitted with working batteries and are kept clean and tested regularly to make sure they work
- Cleaning chimney and heater flues at least once a year
- Keeping the stove clean and free of grease
- Mowing lawns and general gardening and weeding, (if you live in a unit complex Centacare Evolve Housing will assist with looking after all public areas and open spaces)
- Regularly cleaning leaves and rubbish out of the gutters and downpipes and away from drains
- Making sure rubbish bags are tied up and put out on rubbish collection day
- Reporting any repair needs to Centacare Evolve Housing

You are responsible for paying for repairing any damage caused by wilful, negligent or careless actions by you, members of your household, pets or guests. This includes damage that is caused because you did not tell Centacare Evolve Housing that something needed to be fixed.

### **What are Centacare Evolve's responsibilities?**

While you are a tenant Centacare Evolve Housing will repair and replace fixtures in your home, unless it is your fault they need repairing. It is up to you to let us know if anything needs fixing around your home which we are responsible for. This may include leaking pipes or guttering, faults with fixtures and fittings, cracking in the structure, breakdowns in any electrical equipment, and problems with plumbing. If you are unsure whether Centacare Evolve should fix something, give maintenance a call on 61 730 061 and discuss the problem.

### **How do I prevent Mould and Mildew?**

A dry, well-ventilated home is easier to heat and healthier for you and your family. You can minimise the amount of moisture and condensation in your home by doing the following things:

- Open doors and windows as often as possible when you are home
- Open windows or use extractor fans so steam can escape when
  - Cooking
  - Using the shower or bath
  - Using a clothes dryer
- Wipe condensation off walls and windows when it occurs
- Hang washing outside to dry

### **How can I remove mould or mildew?**

Washing mould or mildew with diluted household bleach (one part bleach to three parts water mixed together) as soon as it appears; as it's harder to remove once it's been there a while. Open windows to improve airflow while you clean as fumes can be toxic.

### **More information:**

If you would like further information, please contact Centacare Evolve Housing.