



Moline Housing Authority

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Moline, IL 61265

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Moline Housing Authority Pass Policy

To protect tenants and authorized visitors, the Moline Housing Authority utilizes visitor passes. Upon move-in, tenants are issued four laminated permanent visitor passes. The visitor passes are numbered, and the tenant's name will be on each of the passes. If there is a scenario where the tenant will have more than four visitors present at one time, the tenant may obtain additional temporary paper visitor passes from the Moline Housing Authority office or the COP office. The temporary passes will only be valid for 24 hours from the time they are issued. If the permanent visitor pass is lost or stolen the tenant must report this to the Moline Housing Authority office immediately. If the tenant fails to report the lost or stolen pass to the office, the tenant will be responsible if any problems arise. If a permanent visitor pass is lost or damaged, the tenant will be charged \$5.00 for the replacement cost of the pass.

All visitors ages 15 years and older –excluding agency workers (DCFS, Homemakers, Visiting Nurses, etc.) – must be issued a visitor pass by the tenant. Pizza deliverers, persons delivering groceries and persons transporting people do not need a pass if they conduct their business and leave immediately.

When visiting a tenant, the visitor must obtain a visitor pass from the tenant within a reasonable time frame. If the visitor has a pass, they may remain on property as long as they are accompanied by a household member. If a tenant authorizes a visitor to be on the property and the visitor commits a crime, the tenant could be subject to a lease violation, eviction and/or criminal prosecution. The tenant will be held responsible if they do not issue a visitor pass to their visitor within a reasonable time frame. If a person is on the property and they do not have a valid visitor pass, they may be arrested and/or barred from Moline Housing Authority properties.

Adopted:
Resolution:

03/2/10