



January 26, 2018

TENANT

Tenant or Resident of Residential Rental Property:

The City of Oak Ridge has implemented a program to improve rental housing conditions in the community. You are receiving this letter because the property you occupy has been identified as a possible rental dwelling. The Codes Enforcement Division will be in your area during the next two months conducting drive-by visual inspections of properties. Your landlord has already been informed about this program and is expected to comply with the provisions of this City ordinance.

In order to fully inspect the rental property that you legally occupy, it may become necessary that an interior housing inspection be conducted by the City of Oak Ridge with you OR the landlord's permission. The interior inspection(s) will be scheduled to ensure you, as the legal tenant, can be present during that time. There are no fees required for this rental inspection process and all City inspectors carry required photo identification.

As a tenant of rental property, you are required by law to:

1. Not misuse any portion of the property that is regulated by building and housing codes
2. Keep the rental unit property you occupy clean and safe
3. Properly dispose of your trash and debris in a timely manner
4. Not deliberately or neglectfully damage or remove any part of the rental property or permit anyone else to do so
5. Not engage in any illegal activity or park junk vehicles or otherwise in the yard
6. Be respectful of neighbors' property nor disturb the peaceful enjoyment of their premises

PLEASE NOTE: If you have housing complaints about your rental unit, you must contact your landlord as soon as possible to allow them reasonable time to address your complaints. You may call our office if you need additional assistance.

For more information about this program, please visit our web site or contact the office of Community Development at 865-425-3531 and ask to speak with a codes enforcement officer.

Sincerely,

Wayne Blasius
Community Development Director
City of Oak Ridge, TN