

ROGERSVILLE HOUSING AUTHORITY INSTALLATION OF SATELLITE, CABLE and FIBER COMMUNICATIONS POLICY

It is the intent of the Rogersville Housing Authority to comply with the Federal Communications Commission to provide installation of small satellite dishes, cable and fiber in multifamily housing communities. Further, the housing authority desires to establish guidelines for the installation of satellite, cable and fiber wiring. The following rules and installation guidelines shall be established and enforced.

- A. Dish/Cable/Fiber installation shall be completed by the providers installer for cable, satellite and fiber. Installer shall carry the required insurance and provide the Rogersville Housing Authority with the current certificate of insurance before any work for installation begins. **Tenant shall not install satellite dishes themselves.**
- B. Rogersville Housing Authority must approve the location and installation procedure. This permission shall be in writing to comply with the lease agreement and this policy.
- C. The Tenant accepts responsibility for any liability for injury to persons or property caused by the installation.
- D. The tenant agrees to indemnify and hold the owner and management harmless from any and all liability from, in relation to, or associated with the satellite, cable or fiber installation and related equipment.
- E. **It is the responsibility of the tenant to obtain the proper approval of at least two weeks in advance and during regular business hours of 8:30 a.m. to 3 p.m. for Rogersville and no sooner than 9:00 A.M. and no later than 2:30 P.M. for Church and Rutledge (no weekend or holidays) .**
- F. No outdoor TV antennas are allowed.
- G. No wall mounted flat screen televisions or monitors.
- H. A Rogersville Housing Authority maintenance employee will meet with the installer only after the instructions and requirements of this policy are met to approve the satellite/cable/fiber installation. The tenant must coordinate with the administrative/maintenance department and set a date and time for the appointment of at least two weeks prior to installation. **DO NOT CALL WHEN THE INSTALLER IS ALREADY THERE IF YOU HAVE NOT SCHEDULE THIS WITH THE Rogersville Housing Authority.** If the installer fails to follow the guidelines as outlined and is not corrected, **the tenant agrees to have the satellite, cable or fiber and equipment removed.**

*****Please note that the Rogersville Housing Authority will not approve any satellite, cable or fiber installation of any kind to your apartment more than one time per year. * More than one service call per year will result in a Maintenance charge of \$25.00.**

SATELLITE/CABLE or FIBER (attachment to policy)

The following instructions and specifications shall be used as outlined for the installation of all satellite/cable/fiber placement and made part of the satellite/cable/fiber installation policy agreement between the tenant and the Rogersville Housing Authority.

- A. Satellite, cable and fiber and all related equipment **shall** be installed in accordance with the manufacturer safety and instruction guidelines.
- B. **Only one satellite dish shall be allowed** per household. Satellite dish may not exceed 1 meter in diameter (3 foot 3 inches) measured across at the widest circumference of the dish
- C. Satellite dish **shall not** be installed in ways that would enable it to fall, dish must be mounted with manufacturers recommended brackets and hardware.
- D. Dish is to be mounted on a pole supplied from dish provider or **mounted to clothesline post (RECOMMENDED BY RHA)** if allowed by dish provider. The dish should be **set as close to the structure as possible and not out in the yard.**
- E. Approved cable/fiber routing is allowed only by routing cable/fiber inside walls, crawl spaces or attics to industry standard cable/fiber plates mounted on the wall. Cables/fiber may be routed thru windows with the use of a flat window coax cable. This cable shall not damage the window and still allow the window to shut and also lock. The additional cost, if any, will be at the expense of the tenant.
- F. **Under no circumstances shall the installer or tenant bore holes through the brick or vinyl veneer, route service wiring along outside or inside walls or along ground. Installer must not make any penetrations through roof for dish mounting or wiring.** All installation shall comply with the procedures as listed above. **Any installation found to be out of compliance shall be removed by the management and any cost for removal and damage to the dwelling unit shall be the responsibility of the tenant.**
- G. If cable or wire is found running on top of ground, it will be removed immediately by the maintenance department at a maintenance charge to the tenant.
- H. **Satellite dishes cannot be installed on roofs or siding.**
- I. No wall mounted flat screen televisions or monitors.
- J. No outdoor TV antennas are allowed

The intent of this policy is to set reasonable rules for installation and insure that satellite, cable and fiber wiring do not create a safety risk or damage property.

Tenants must contact the main office on all requests for the installation of satellite, cable or fiber service. The installer will be required to contact the maintenance department to access attic or crawlspace.