

**Roles and responsibilities for maintenance of houses owned by
Grandview Calvary Baptist Church**

Purpose:

This document defines the responsibilities for maintenance of the two houses owned by **Grandview Calvary Baptist Church (GCBC)** 1630 Salisbury Drive, and 1636 Salisbury Drive, with the intent of fostering good stewardship of the houses and care for their occupants.

Owner: GCBC

1. Basic infrastructure to keep the house in a clean, safe, liveable condition
2. Appliances including the washers and dryers
3. Normal wear and tear costs (e.g. replacement of carpet, lino at the end of its useful life, etc)
4. Professional costs (electrical, plumbing)
5. Eaves trough cleaning
6. Roof maintenance
7. Sewer
8. Heating systems, boilers, furnaces, hot water tanks
9. Any agreed renovation / upgrade
10. Exterior painting as needed
11. Tree pruning
12. Interior painting
13. Lock re-keying (costs to cover this will come out of the damage deposit if re-keying is due to tenants not returning their key/losing their key)

Leaseholder: SCS

1. Tenant related damages
2. Yards, grass, gardens
3. Carpet Cleaning
4. Replacing light bulbs
5. Paint touch up
6. Any upgrades will be discussed with tenants. Upgrades deemed necessary will be paid by the church. Upgrades deemed desirable but unnecessary will be paid by the tenants.

This definition of roles and responsibilities has been affirmed by GCBC and the Leaseholder

Grandview Calvary Baptist Church
Print Name

Leaseholder
Print Name

Grandview Calvary Baptist Church
Signature

Leaseholder
Signature

Date

Date