

The only persons authorized to use the laundry are residents, homemakers or family members who are assisting a resident of the Woodland Meadows community. Family members are not allowed to bring their personal laundry to our facilities. If anyone is using the laundry room on your behalf, please instruct them on the proper use of the equipment. Please do not use more than two washers and dryers at a time. This will enable others to use the facilities when necessary.

Please abide by the following basic guidelines:

- Use only laundry detergent for high efficiency washers
- Use detergent in accordance with package directions – Less detergent is necessary for cleaning clothes
- Clean washing machine after use
- Clean dryer lint traps after use
- Scatter rugs, animal blankets, bed comforters and the like are prohibited
- Do not store your laundry supplies (soap, bleach, etc.) in the laundry room
- Do not leave laundry unattended in the laundry room
- Laundry left in a machine after the cycle has completed will be removed promptly to allow other residents have use of machines
- Laundry will be considered abandoned if left unattended in the laundry room for 48 hours. Maintenance will dispose of all abandoned laundry after 48 hours

If you experience any problems with laundry equipment, please contact the office with the machine number and the issue and we will arrange for service.

This policy was approved by the Board of Commissioners for the Norton Housing Authority on March 15, 2016.

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Chairman