

A Safe Workplace is Everyone's Business

Whether you take to the road for business or pleasure, it is critical that you take your crime prevention instincts with you. Being aware of the threat of crime—and what you can do to prevent it—will go a long way toward making your trip safe and successful.

At the Airport

- ◆ Stay alert and watch your bags and computer carefully at all times. Don't let anyone but uniformed airline personnel handle or watch your bags.
- ◆ Always carry proper identification such as a state issued driver's license or passport.
- ◆ Keep your airline ticket and identification close to you at all times.
- ◆ Do not bring anything on board for another person unknown to you or not traveling with you, however innocent or small the package or item may appear.
- ◆ Report any unattended items or suspicious activity in the airport or aircraft to the nearest airport or airline official.
- ◆ Carry your purse close to your body or your wallet in an inside front pocket. Better yet, use a money pouch under your clothes.
- ◆ Watch out for staged mishaps, like someone bumping into you or spilling a drink. Often it's a ploy to divert your attention from your valuables.
- ◆ Keep a separate record of the contents of checked luggage in case your luggage is lost or tampered with. And keep anything of value in a carry-on that stays with you.

On the Road

- ◆ Become familiar with your travel route before you start your trip. Get a map and study it before you leave.
- ◆ Make sure your rental car is in good operating condition. Learn how to operate all windows, door locks, and lights, as well as other equipment, before you leave the rental lot.
- ◆ Keep maps and rental agreement concealed, not lying on the seat or the dashboard.
- ◆ Keep car doors locked while you are driving. Store luggage in the trunk.
- ◆ Park in well-lighted areas only, close to building entrances and walkways. Remember to lock the car when you leave and store all valuables out of sight.
- ◆ Have car keys ready when approaching your car. Check the back seat and floor before you get in.
- ◆ If you are bumped by another car, think before you get out. If you are in doubt or uncomfortable, signal the other driver to follow you to a nearby police station or a busy, well-lighted area where it's safe to get out. If you have a cellular phone, call someone for assistance.

At the Hotel

- ◆ Never leave luggage unattended in public areas.
- ◆ Keep all hotel doors and windows locked.
- ◆ Insist that hotel personnel write down your room number at check-in rather than stating out loud the number of your room.
- ◆ Learn the locations of fire exits, elevators, and public phones, in case of an emergency.
- ◆ Make sure your room has an indoor viewer (peephole) and dead bolt lock.

**Continued on the back of this newsletter...*

Tenant Screening and Complying With Civil Rights Laws

A landlord may ask applicants these questions only if the landlord asks these questions of each applicant.

- ◆ Is the applicant currently engaging in the illegal use of a controlled substance?
- ◆ Has the applicant been convicted of the illegal manufacture or distribution of a controlled substance?
A landlord should not attempt to assess whether an applicant is capable of “independent living” but only whether the applicant meets essential eligibility requirements.
- ◆ If an applicant requires supportive services but does not ask the landlord to provide them, the need for supportive services should not be considered a factor in determining eligibility.
- ◆ If the provision of supportive services is a part of the housing program, then these services should be provided in a nondiscriminatory manner. However, no provider is required to take any action which would fundamentally alter the nature of the program in order to accommodate the disability of an applicant or tenant.
- ◆ If a disabled applicant cannot document any rental history, the landlord should explain that he or she requires information addressing the applicant's ability to meet lease obligations. The landlord may then ask the applicant to provide alternative references and sources of relevant ability to pay rent on time, maintain a rental unit, and be a quiet, rule-abiding tenant. Where an applicant is recently de-institutionalized, sources of this information could include doctors, therapist and /or service agency non-medical sources.

**Continued on back of this newsletter...*

Eviction Enlightenment Ask Eviction Swami Johnananda

Landlord: I served my own notice. Nobody would come to the door, so I slid a copy under the door and mailed one. Do I have a valid service?

Eviction Swami Johnananda: My dear child...the answer is no. The law outlines three standard ways of serving eviction notices:

1. Personal Service: a notice may be handed (served) to a tenant if you know there is only one tenant living in your rental unit. You can serve the notice to this person anywhere - you do not need to be physically at the rental unit. However, it is preferable to serve the tenant at the unit. If you have more than one tenant (or think you do), including husband and wife, use the 2nd or 3rd method of service.
2. Substitute Service: take the notice to the rental unit, knock on the door and serve the notice to a “person of suitable age and discretion”, then mail a copy of the notice to the tenant. Suitable age and discretion are judgment calls on your part. Never leave a notice with a young child or an individual who is obviously not able to comprehend what is happening. If this is the case, proceed to serve notice by the 3rd method.
3. Posting: Take a copy of the notice in a “visible place” on the rental unit (usually the front door) and mail a copy to the tenant.

***For more wisdom from Eviction Swami Johnananda go to www.orcainformation.com*



Tenant Screening and Complying with Civil Rights Laws continued...

However, in making inquires of references who are not traditional housing providers (e.g., clinicians) the prospective landlord should clearly state the limited scope of the inquire--to determine whether the reference believes the applicant can meet the terms of tenancy. Clinicians in this context should not be asked for diagnostic information about the applicant's disability or ability to live independently.

◆ Even if a landlord knows a tenant has been prescribed medication, the landlord may not require the applicant to prove or document that he or she takes the medication. (Screening should focus on behavior, not on a disability which may cause the certain behavior.) While the landlord may fear that a failure to take medication could result in some tenants threatening the health or safety of other tenants, the landlord may not impose special lease terms or eviction procedures on tenants merely because they have a history of mental illness. (Your lease agreement should oblige tenants to refrain from actions which would threaten the health or safety of other tenants; thus, manifesting behavior which threatens the health or safety of other tenants would be cause to evict a tenant whether or not the tenant has a disability.) Where an applicant with a mental disability provides objective references that demonstrate that he or she can fulfill the standard obligations of tenancy, the landlord must offer a unit under the same terms and conditions which would apply to an applicant without a disability.

Generally, a landlord may reject an applicant if the record shows the applicant's behavior (including any manifestations of the applicant's disability) is unacceptable. A landlord may not reject an applicant because the record shows that the applicant has a disability. For example, a landlord may not reject an applicant if the screening process reveals the applicant behaves (as evidenced by current conduct or a history of overt acts) in a way which would interfere with the rights of other tenants.

But a landlord is required to make reasonable accommodations. For example: A landlord generally rejects all applicants with a history of late rent payments. An applicant presents medical documentation showing his history of late rent payments resulted from agoraphobia and his past landlord's insistence that rent be paid in person at a management office. The prospective landlord could make a reasonable accommodation by accepting this applicant and allowing the rent to be paid by mail.

For more information on an effective Residential Acceptance Policy, please contact Rebekah @ ext. #103

A Safe Workplace continued...

- ◆ Keep valuables—laptops, cellular phones, jewelry, cash, etc.—in the hotel safe when you're not using them.
 - ◆ Before taking a cab, ask the staff about directions and estimated costs to familiarize yourself with the area and avoid being taken advantage of by someone preying on a traveler.
 - ◆ Always verify who's at your hotel room door. Don't open the door to someone you don't know. If an unexpected visitor claims to be a hotel employee, call the front desk to confirm.
 - ◆ Don't announce room numbers in public. Keep track of your room keys.
- ...to be continued*

ORCA ♦ WISDOM ♦

“The whole history of the world is summed up in the fact that, when nations are strong, they are not always just, and when they wish to be just, they are no longer strong.”

Winston Churchill

FOR SALE

Real Estate—Land and Homes
Lake Chelan, Washington

Dan Folsom

Real Estate Broker (& Rebekah's Brother)

509-682-2371

What people in the know are saying about ORCA...

**“Many Thanks!! We love your service!!”
- R.H.**

Rent to a Murderer???
Court Record Data Comparison

<u>Orca's Criminal Search</u>	<u>Instant Database #1 Nationwide Search</u>	<u>Instant Database #2 Nationwide Search</u>
01-06-88, Murder 1 st Degree, amended to Murder 2 ^d Degree, Guilty Plea	No Records Found.	10/5/88, Murder 2 ^d Degree, Guilty
01-06-88, Assault 1 st Degree – Deadly Weapon Special Verdict (Rifle), Guilty Plea		10/5/88, Assault 1 st Degree, Guilty

True Story

Applicant calls Property Management company for rental viewing.
Female property manager meets applicant at the rental unit and is alone.
Applicant fills out rental application.
Orca investigates applicant.
Orca finds: Murder 1st Degree and Assault with Deadly Weapon.

Note: Subject owns Janitorial Service in Seattle.