



## Employee Housing Frequently Asked Questions

We want to help make your move to Yuma as easy of a transition as possible, so here are answers to many of the questions you may have about the employee housing we provide:

### **1. How do I get a Yuma Regional Medical Center Housing Application and/or a Non-Employee Resident Application and how do I submit them?**

You will receive a phone call from our Property Manager who will discuss your housing options with you and provide you with all the forms you will need.

[YRMC Employee Housing Application](#)

[Non-Employee Background Check Application](#) (for adult residents)

If you have any questions about the application process, please contact our Property Manager at **1-800-726-9862, extension 7710** or **advega@yumaregional.org**.

You may submit your completed application by:

**Email:** [advega@yumaregional.org](mailto:advega@yumaregional.org)

**Fax:** 928-336-7707

### **2. What is included in the furnished apartments at Sonora Sunset?**

Furnishings include bedroom, living room and dining room furniture. Kitchens are equipped with a refrigerator, dishwasher, disposal, range and microwave. Each apartment has a washer/dryer, and basic cable and a phone with local service are also included.

### **3. Do I need to arrange for utilities such as electricity, water, phone, cable and Internet?**

Basic utilities are provided, including a phone with local phone service and basic cable service. Additional cable/Internet services may be arranged by you at your expense. Please contact our Property Manager at **1-800-726-9862, extension 7710** or **advega@yumaregional.org** if you have questions. Please note, if you are not located at Sonora Sunset, these services may vary.

### **4. What household items will I need to bring?**

Items you may need include dishes, kitchen utensils, coffee pot, toaster, TV, alarm clock, broom, vacuum cleaner, cleaning supplies, iron/ironing board, towels and linens. The beds included in furnished apartments at Sonora Sunset are queen sized.

**5. Will I need to place a deposit on the apartment?**

Yes. A deposit of \$200 (made through payroll deduction) is required for all apartments. Of this amount, \$100 is refundable if there is no damage at the time you move out, and the remaining \$100 is kept for maintenance. Please see our **Pet Policy** (link to section below) if you are planning to bring your pet(s).

**6. Where do I pay my deposits and/or rent?**

We simplify this process for you. All rent, deposits and fees are paid through payroll deductions made on the first and second pay periods of each month.

**7. Why is the amount of my rent being subsidized by Yuma Regional Medical Center taxable?**

According to IRS regulations, the value of the rent subsidy you receive as an employee of Yuma Regional Medical Center is considered to be taxable income. To comply with this rule, we must post the value of this subsidy to your pay and collect taxes on this value.

**8. Can my spouse/family/guests live in an apartment provided by Yuma Regional Medical Center?**

Yes. Any adult (18 years or older) must be registered with the Sonora Sunset office, and adults requesting to reside in Yuma Regional Medical Center housing for more than two weeks must successfully pass a [criminal background check](#) before occupancy. A minimal fee of \$25 will be deducted from your payroll for this service. Family and guests are not considered "the tenant" under the terms of the lease and can only occupy the housing with an employee receiving the housing benefit.

**9. Are there any other policies I should be aware of?**

All employees living in housing provided by Yuma Regional Medical Center are expected to keep their housing clean and undamaged. Employees must also comply with all Yuma Regional Medical Center housing policies and are responsible for the actions of their family and guests.

**10. Can I bring my pet(s)?**

Pets are allowed in non-shared housing at the discretion of the manager. Up to two pets are allowed (pet deposit: \$200 per apartment of which \$75 is refundable if there is no damage). Breed restrictions apply. Carpets/upholstery must be cleaned and deodorized and pet hair/spot remover used as needed. If you are planning to bring your pet(s), please contact our Property Manager at **1-800-726-9862, extension 7710** or [advega@yumaregional.org](mailto:advega@yumaregional.org) and complete a [Pet Residency Application](#) prior to moving in. Violation of Yuma Regional Medical Center's pet policies could affect your housing benefit.

**11. How do I get my apartment security deposit back when I move out?**

Your \$100 security deposit may be refundable after returning your keys and leaving your apartment and its contents clean and without damage upon inspection by the Yuma Regional Medical Center housing staff. Refunds are typically included in your last paycheck or sent to the address we have for you on file.

If you have any questions about our housing options or the application process, please contact our Property Manager at **1-800-726-9862, extension 7710** or **[advega@yumaregional.org](mailto:advega@yumaregional.org)**.