

MUTUAL OPERATIONS

RESIDENT REGULATIONS

Laundry Room Use - Mutual Twelve Only

1. Laundry room facilities are available for use solely by residents of Mutual Twelve.
2. Residents are responsible for any damage to the laundry room facilities when they or their full- or part-time caregiver are doing the resident's laundry, or when a full-time caregiver is doing their own laundry.
3. Laundry room facilities are available for use between the hours of 7 a.m. and 9 p.m. only.
4. Washers or dryers must not be overloaded or under-loaded. Improper loading may cause damage to the machines due to being unbalanced. **Only two machines may be used at one time per resident unit.**

If there is uncertainty about the load, stay with the machine to ensure that the load is properly balanced. If necessary, rearrange the load in the machine.

5. Read all labels for laundry products to ensure that the product type is correct and the amount is appropriate.

Front-loading washers generally require about half the amount needed for a top-loading washer.

6. For front-loading washers, wait until the cycle is completed and the light has gone out **before** opening the machine door. Expensive damage can occur to the machine, which will be the responsibility of the resident, if the door is forced open before the cycle is completed.
7. Laundry room facilities are to be used for washing and/or drying only. Clothing or fabrics may not be dyed or tinted in the washers or dried in the dryers.
8. Any clothing or fabric that has been cleaned in a flammable liquid may not be washed in the washers or dried in the dryers.

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9. The following items may not be washed in the washers or dried in the dryers: rubber- or plastic-backed mats, rugs or runners, sneakers, fiberglass curtains, sleeping bags, heavy blankets, quilts, comforters, or car covers.
10. Hand-washed clothing or other items may not be placed in the dryers due to the excess amount of water contained in them. Use the exterior clothesline for hand-washed items, if desired.
11. Clothing or other items with metal buttons, clips, etc. must be placed in a small cloth bag or pinned inside a pillowcase before being placed in the dryer. Clothing or other items may be hung on the laundry room clothesline only.
12. Clothing or other items that have not been removed from a dryer within 30 minutes of completion may be removed from the dryer by the next person waiting to use the machine.
13. When a washer or dryer is "out of order," notify the Director in charge of the laundry rooms. Directors' names are posted in each laundry room.
14. The trash containers in the laundry rooms are for lint and dryer sheets only. Detergent containers, bleach or softener bottles, or other trash must be disposed of in another location.
15. Clean the dryer filter after each use, and dispose of lint in the trash containers, and help keep the laundry rooms clean.
16. Bulletin boards are for laundry room instructions and official Mutual Twelve business only.

MUTUAL ADOPTION

TWELVE: 04-14-05

AMENDED

10-24-05, 08-12-10

(Aug 10)