



## **BERGEN COUNTY HOUSING, HEALTH AND HUMAN SERVICES CENTER**

120 SOUTH RIVER STREET  
HACKENSACK, NJ 07601-6908  
(201) 336-6475  
Fax: (201) 488-9298  
TDD: (201) 343-2185

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**JULIA M. ORLANDO, CRC, ED.M, MA**  
DIRECTOR

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### **Policy on Proper Use of Outdoor Center Property**

#### **Parking Lot:**

- The parking lot is used for parking vehicles only.
- You cannot walk around the parking lot, use it to do laps or hang out. You are required to use the walkways and smoke in the designated smoking areas.
- You cannot hang out in your car to smoke, to eat, to listen to music, to use your phone or any other activity. If you want to use your car for these activities please leave the facility and come back when you are done.
- You cannot hang out in your car or sleep in your car on county property.
- Even if the lobby is crowded you cannot wait in your car until next step opens or the overnight shelter opens. Again, you can leave the premises and return at the designated time.
- You cannot use your car as a closet and make continuous trips back and forth. You make one trip with what you need and it is kept in a bin.
- You are not permitted to ride bicycles and do laps around the parking lot.

#### **Smoking Area:**

- Smoking is only permitted in the designated smoking area (not next to or by the loading dock).

The following applies to all guests and visitors at all times and under all circumstances. If you violate any of these policies you will be issued a summons by security. Repeated violations will result in loss of the privilege to keep your car here and may result in your not being allowed to return to the shelter.