

## RULES AND REGULATIONS

1. In addition to the terms, covenants, and conditions contained in this lease agreement, Tenant covenants and agrees to be bound by the rules and regulations applicable to all Tenants.
2. Landlord reserves the right to alter, modify, and amend these rules and regulations, provided that such amendment, modification or alteration shall serve the purpose of reasonably preserving the leased property and the rights and interests of the tenants to quiet enjoyment of the property.
3. Tenant shall be responsible for all damage or injury resulting from any violation of the rules and regulations.
4. Tenant shall not make or permit any disturbing noises on the property by himself, members of his family, guests or permit anything to be done that will interfere with the right, comforts, or convenience of other tenants. Tenant shall not play any loud musical instrument, loud stereo, loud television, loud radio or other audio equipment on the premises between eleven o'clock p.m. and eight o'clock a.m. of the following day. Three substantiated noise complaints is grounds for termination of the tenant's lease.
5. Tenant shall keep the property in good state of preservation and cleanliness. Any trash that is left on the grounds and porches will be removed to the dumpsters. The tenants responsible for the trash will be charge at the rate of \$10.00 per bag or a minimum charge of \$20.00 per incident. Neither tenants nor their guests shall throw cigarette butts on the grounds, paving, decks and porches.

As stated in the lease, the tenant(s) is responsible for all damages. The amount must be paid in full within 15 days of billing. Below are the costs for some common repairs:

Interior door - \$90.00 plus labor

Small hole in plaster - \$75.00 plus painting fee

Broken/bent/ torn screen - \$35.00 plus delivery fee

Fire extinguisher missing/discharged - \$68.00

Rekey apartment/lost keys - \$50.00 (plus an additional \$30.00 during non-office hours or weekend)

Rekey mailbox - \$30.00

6. No ash can, garbage can, wood box, kitchen supplies, ice, laundry, furniture or other articles whatsoever shall be placed on the staircases, or landings, with the exception of deck furniture on rear decks. No articles shall be hung from the windows or placed upon the window sills.

7. The commodes and other water apparatus such as dishwashers and garbage disposals shall not be used for any other purpose other than that for which they are constructed nor shall any sanitary napkins, tampons, disposable diapers, sweepings, rubbish, rages, paper towels, excessive food matter or any other improper articles be thrown into the same. Any damage resulting from misuse thereof shall be borne by the tenant upon whose property it shall have been caused. In additions, tenant(s) will be charged for any toilets and garbage disposals that have been clogged by foreign objects.
8. Garbage, refuse, and other waste matter shall be disposed of in the dumpster.
9. Recycled goods shall be placed in the recycling bin, if provided by the Landlord. Individual recycling containers shall never be kept on the decks, landings, stairs or any other exterior area.
10. Tenant will not add, remove, enter or change any locks without prior written consent of the landlord or landlord's agent.
11. Tenant shall not prop open any exterior door for any reason.
12. Tenant shall not place any signs in the Premises that are visible from the exterior of the building(s) of which the Premises are a part.
13. Tenant shall inspect the smoke detector weekly and is responsible for replacing batteries as needed. Landlord shall not be responsible for the malfunction of smoke detectors whether as a result of weak, defective, or inoperable battery or otherwise. Should Tenant fail to keep a charged battery in the detector or permit the smoke detector to be damaged in any way, Tenant shall be assessed the sum of \$25.00 plus any municipal fines. Tenant shall also be responsible for care and maintenance of the fire extinguisher. The fire extinguisher will be charged when resident moves in and must remain charged during tenancy and upon vacating. If for some reason the fire extinguisher is discharged, Tenant must make arrangements with Landlord's maintenance office to recharge it. The cost of recharging the extinguisher will be billed to all residents of the unit.
14. Tenant will maintain a minimum temperature of 55° F in all heated rooms of the dwelling. Also, upon leaving property for any extended period of time, Tenant shall provide for daily inspection of the property during cold periods. This inspection shall include checking on the heating system to insure that proper heat levels are being maintained. (KEROSENE BURNERS OR ANY TYPE OF AUXILIARY HEATERS ARE PROHIBITED). Tenant is responsible for any damage to unit that occurs

because heat was turned below 55° F or off. Landlord may enter the leased premises to read the water meters and change furnace filters.

15. No sticky materials whatsoever or large nails, hooks, screws or string lights (such as holiday decorations) are to be put in/on walls or ceiling. Small nails (such as brads) may be used in walls to hang pictures. Painting labor and supply costs will be charged to tenant for damage repairs for excessive holes, dark marks, sticky materials, large nail holes, marks on ceiling or any other painting costs exceeding normal wear and tear.
16. Keys will be loaned to Tenant during reasonable business hours. Proof of I.D. and a \$5.00 deposit are required. If a key is lost or not returned at the end of the leased term, Landlord will charge Tenant for costs of changing lock.
17. Tenants shall furnish electric light bulbs and fluorescent starters.
18. All bicycles and motorcycles shall be kept in designated areas.
19. Tenant shall permit only Tenant, his or family members and invited guests if accompanied by the Tenant, to use the recreational facilities, if any, provided by the Landlord at the Facility. All such facilities shall be used by such persons only in strict compliance with rules and regulations from time to time adopted by the Landlord with respect to such facilities. No gatherings with more than 10 people at any one time in an apartment or common hallway.
20. Windows and doors at the Facility shall not be obstructed by Tenant. If Landlord provides blinds on windows, then such blinds shall not be removed by Tenant. Tenant shall not throw anything out of the windows or doors. Tenant shall not leave windows or doors open during inclement weather. Tenant shall be liable for any damage to the Premises, including but not limited to paint, wall, cabinets, carpets, floors resulting from failure to exercise reasonable care.
21. Clothing, sheets, etc. shall not be hung from windows Use of charcoal grills only in designated picnic area. Use of colored light bulbs by Tenant in any exterior fixture is prohibited.
22. Tenant shall not place any unusually heavy objects on the floor, such as pool tables, waterbeds, etc.
23. Washing vehicles and performing mechanical work on the Premises is prohibited unless special areas are designated in Landlord's sole discretion. Parking of racecars, junk cars or storage of any vehicle that is

not operable is prohibited. Parking of boats, recreational or commercial vehicles is prohibited.

24. Tenants are not permitted on roof tops.
25. Tenant agrees to give right of entry to pest control vendors when extermination is scheduled.
26. Notice shall be given to Landlord if the property is not going to be occupied for a period of time in excess of 14 days.
27. Water beds, halogen lamps, candles and charcoal grills are not permitted.
28. Beer kegs may not be brought to property, or Tenant will be fined \$600.00, and may be evicted.
29. Tenant agrees to park in gated parking lot with parking permit visible on windshield vehicle may be towed. Tenant(s) may not park on the grass or sidewalk at any time. Visitor parking may not be longer than 2 days. Visitors must display the visitor permit on the rearview mirror with number on it visible or the car may be towed. Cars cannot be parked in fire lanes, along curbs, near dumpsters, behind another car, or any location other than designated parking spaces. Any cars parked in undesignated areas will be towed at owner's expense. Tenant is responsible for informing his guests of all policies contained in this lease. One parking permit allowed per bedroom.
30. Tenant must use an ironing board when ironing clothes. At no time should the Tenant place a hot or warm iron on the carpet. If carpet is burned by any means (iron, cigarette burns, candles, etc.) the ENTIRE carpet will be replaced at Tenant's expense.
31. Tenant may not move into the property until the security deposit, first month's rent (or partial first and last month's rent) have been paid and all utilities have been placed in Tenant's name with the utility companies, and the Personal Guaranties of the Lease have been signed, if required. Tenant will provide confirmation number from power company prior to moving into the unit. The Tenant will be considered a trespasser if he or she has taken possession of the property without meeting the requirements of this paragraph.
32. ALL UTILITIY BILLS MUST REMAIN IN TENANT'S NAME, INCLUDING ELECTRIC BILLS, UNTIL EXACT LEASE EXPIRATION DATE. AT NO TIME DURING THE LEASE SHOULD ANY UTILITIES BE DISCONNECTED. ELECTRIC CANNOT BE DISCONNECTED OR PUT INTO ANOTHER NAME AT ANY TIME PRIOR TO THE DATE THE

LEASE EXPIRES. IF, DURING THE TIME OF THE RENTAL AGREEMENT UTILITIES ARE TAKEN OUT OF YOUR NAME, A \$100.00 CHARGE WILL BE ASSESSED AND THE LANDLORD WILL HAVE THE SERVICE TERMINATED.

33. Occupancy limits shall be limited to the person(s) named on the Lease Agreement.
34. As stated in the lease, Tenant may not sublet or assign apartment without Landlord's written approval. Sublet and assignment fees are \$50.00. The prospective Tenant must fill out and submit an application and application fee of \$30.00 to Landlord. A violation of this sublet procedure will result in a \$500.00 charge per incident and any non-authorized parties will be evicted. All Tenants and sub-letters must sign the sublet agreement.
35. Tenant is responsible for inside phone line connections for single and multiple lines.
36. Rent is to be paid by one check or Tenant(s) will be charged a fee of \$10.00 for each additional check per incident. All checks should be mailed to the following address: