



HOUSE RULES ADDENDUM "A"

This addendum is part of the rental agreement entered into on this date _____,
between the following parties, RESIDENT(S): _____
and OWNER/MANAGEMENT: _____
for the premises located at the following address:
_____.

The policies and rules contained herein may be modified and new policies and rules adopted by Owner or Management, and shall become effective on the date indicated on the addendum, or thirty days after delivery of a copy of the amendment, or amended rules, to Resident, whichever is later.

- 1) **ACTIONS OF GUESTS:** Residents are totally responsible for the actions of their guest(s), friend(s), family member(s), other occupant(s), and anyone who visits and enters their residence.
- 2) **REFERRALS:** The Owner/Management agrees to offer a free property upgrade once a year to any 3-Star Resident who recommends and refers just one qualified prospective resident to one of our rentals.
- 3) **ADDITIONAL APPLIANCES:** No air conditioners, washing machine, clothes dryers, or any other appliances can be installed without prior written permission of Management. Additional monthly charges may apply.
- 4) **FINANCIAL HARDSHIP ASSISTANCE:** Because unforeseen circumstances may occur during the rental term which may create difficulty for Resident to make timely rent payments. Resident agrees to work with Owner/Management and permit direct contact from Owner/Management with the following individuals, companies, or organizations for assistance in past-due rental payments. Please provide names and phone numbers of individuals who may be able to provide assistance for payment of rent should you need temporary financial assistance.
 - a. Emergency Contact: _____ Phone _____
 - b. Parent or Cosigner: _____ Phone: _____
 - c. Agency: _____ Phone: _____
- 5) **CANDLES & COMBUSTIBLE SUBSTANCES:** The Resident is prohibited from using candles or kerosene lamps without permission, and Residents are prohibited from using or keeping in their homes, garages, or storage spaces any gasoline, explosives, inflammable or combustible materials.



- 6) **CARPETS CLEANED:** Resident agrees to have carpets cleaned at the end of the rental relationship.
- 7) **CAR WASHING:** Absolutely forbidden a \$25.00 fine will be charge if this rule is violated. Repairing cars should not be done on the premises. Broken-down cars cannot be parked in the parking areas. If you have any kind of an oil leak, please repair immediately. It is very difficult to remove the grease from the concrete, plus individuals walk in the spills and spread the oil everywhere.
- 8) **COMMON GROUNDS:** In multi-units, personal items, with the exception of one or two plants are not to be left outside the homes. It makes the home look unattractive and it is a fire code violation.
- 9) **DECORATIONS:** Decorations shall be installed in such a way as not to damage substantially the walls, floors, and carpets. No decorations shall be installed on or from the ceilings, doors, windows, heir frames, or any existing cabinetry.
- 10) **ELECTRICAL OVERLOAD:** If the resident overloads an electrical circuit or blows a fuse, the resident **will** be charged to have problem corrected.
- 11) **EXTENDED ABSENCE:** Resident shall notify Management of any extended absences (more than _ days) from the premise. During extended absences by Resident, Owner or Management will provide access to no other persons, unless expressly requested 10 do so by Resident in writing. Management reserves the right to arrange for reasonable or emergency inspection during an extended absence.
- 12) **FIRE EMERGENCY PROCEDURES:** **If you hear a smoke alarm and/or see smoke or fire, call 911. Direct any family members in the dwelling to exit. Stay near the floor if you must evacuate through a smoke-filled corridor. Smoke rises, so the clearest air will be at floor level. Breathe sparingly and move quickly as possible toward the nearest exit. Leave the fire area, closing all doors behind you, but do not lock them. Never go back into a burning building to save pets or personal possessions -no matter how valuable they are to you.**
- 13) **GARBAGE DISPOSAL:** Residents will not use the kitchen sink or toilet for garbage or waste. Garbage, rubbish and recyclable materials shall be disposed of in containers designated for that purpose. Large boxes and containers shall be broken down so as not to consume too much space in the garbage containers.
- 14) **HAZARDOUS DISPOSAL:** No hazardous substances may be disposed of in the

garbage containers, but must be disposed of as required by applicable health and safety regulations and codes.

- 15) **ILLEGAL DRUGS:** No illegal drugs of any kind are permitted on the premises, whether stored, used or sold.
- 16) **LANGUAGE AND LOITERING:** No profane language, loitering, and loud music from car audio systems which interferes with the quiet enjoyment of neighbors is permitted outside the rental. In addition, playing, skateboarding, roller-skating, or bicycle riding on the sidewalks, driveway, parking areas, steps, or in common areas in such a way that causes damage to others personal property or blocks passage or free use of occupants or neighbors is prohibited. Residents are responsible for asking all occupants, guests, and visitors to the premises to abide by this policy, and Residents will be held liable for the actions of anyone coming to or from home and are subject to eviction for repeat violations of this policy.
- 17) **LIQUID-FILLED FURNISHINGS:** No liquid-filled furniture is permitted without prior written consent and meeting the requirements of the Owner/Management. Resident also agrees to carry insurance deemed appropriate by Owner/Management to cover possible losses that may be caused by such items.
- 18) **LOCKS:** Residents will not change or install additional locks to the doors or windows or any of the common areas. With regard to broken or uncooperative locks, Resident shall immediately notify Owner/Management if any door or window lock in the home becomes unserviceable.
- 19) **NOISE/CONDUCT:** Resident, family, and guests shall not make or allow loud or unreasonable noise or sounds. Resident and/or guests' shall not disturb other Residents' peaceful enjoyment of the premises. Resident shall refrain from playing any musical instrument, radio, music system, entertainment system, or television set at a volume that can be heard outside the home and that causes disturbance to other residents. Loud noise or disorderly conduct will result in a notice to vacate the premises and termination of agreement. In addition, Residents are responsible for all actions and damages caused by Resident's guests.
- 20) **OFF LIMITS:** Residents shall not go upon the roof of the house. Residents shall not enter any area clearly designated as being closed to Residents and others.
- 21) **OUTDOOR TOYS:** No bicycles play equipment, toys, skateboards, or other personal belongings shall be left outside of the premises when not in immediate use.
- 22) **PARKING:** No unauthorized vehicle may be parked on the premises. No disabled or unregistered vehicles or vehicles with expired registration shall be parked on the premises. Vehicles must be parked only on paved or designated areas. Resident further understands that no repairing, servicing, or painting of the vehicle is permitted on the



premises. Resident also agrees never to park or store a recreational vehicle, motor home, or trailer of any type. Such vehicles will be towed to a storage yard at the car owner's expense.

- 23) **PEST CONTROL:** The Resident acknowledges that the rental is free of pests at the beginning of the occupancy and agrees that **Resident is responsible for keeping the premises clean and free of pests and will pay for pest control service if desired or needed.**
- 24) **PETS/STRAYS:** Any animal discovered on or around (the property will be considered a stray). All strays will be reported to the proper authorities and removed at the Resident's expense.
- 25) **PICTURE HANGINGS:** No room should have more than 3-4 wall hangings. Excessive displaying of objects on the walls damages the walls. Do not hang anything on walls with wallpaper -use only small nails with metal bracket. This size generally doesn't leave a hole. If you have a large object that you would like to hang, contact Management for instructions.
- 26) **PLUMBING: Residents shall be responsible for keeping the kitchen and bathroom drains free of things that may tend to cause clogging.** Grease and objects other than toilet paper will stop up the plumbing. Drain stoppages are your responsibility. It costs a minimum of \$75 to unplug a drain. If you do not let grease, food, hair, or other objects go down the drains, you should never have a problem.
- 27) **POLICE REQUESTED:** If police are called to the home on more than one occasion for a Resident related problem or disturbance, this Agreement is subject to termination.
- 28) **REPAIR NOTIFICATION:** Resident shall notify Management of any necessary repairs to the premises or emergency situations as soon after the discovery thereof as possible. For example, notify Management if flooding from plumbing break, no heat in the winter, damage caused by wind, storm or fire, sewer backup, roof leak, gas leak, or electrical failure. Residents will be held responsible for any damages if damage was the result of Resident neglecting to promptly report needed repairs.
- 29) **SATELLITE DISH/CABLE TV:** Resident shall NOT attach, install, or have installed by anyone else an antenna, satellite dish, cable TV, or computer-related wiring or any other equipment to the dwelling exterior without the Owner's or Management's written permission.
- 30) **SIGNS:** No signs, notices, or visual displays of any kind are to be posted on doors or exterior walls.
- 31) **SNOW/ICE:** Resident agrees to keep walkways clear from snow and ice. Should the landlord have to hire someone to remove snow or ice left unattended, the Resident will be

charged for the service.

- 32) **SMOKE DETECTORS:** For Resident safety, Resident agrees to periodically check to make sure the smoke detector battery is working. It is your responsibility to replace the battery or notify Owner or Management that the smoke detector is not working.
- 33) **SMOKING: Smoking is NOT permitted in the residence. Smoking is permitted outside the home in the front or back yard areas.**
- 34) **TEMPERATURE:** During the heating season. Residents agree to maintain the heat in their home at a minimum temperature, (no less 33 degrees Fahrenheit) sufficient to protect the pipes and water facilities from damage by freezing. If Residents are negligent in this regard, they will be held responsible for the repair.
- 35) **TRASH REMOVAL:** Resident shall maintain the home (inside and out) free of accumulations of trash and garbage at all times and agrees to dispose of trash in appropriate receptacles for collection. Resident is responsible for hauling away anything too large for normal collection. Management will hire someone, at Resident's expense to pick up trash or debris if left neglected for more than one week.
- 36) **UNAUTHORIZED COOKING:** Resident shall not use barbecues, grills (gas or charcoal), or other outdoor cooking equipment indoors. They are not to be used outside without permission nor used in such a way as to create a fire hazard or a substantial risk of damage to the rental or common areas.
- 37) **VEHICLE MAINTENANCE:** No car washing, changing of oil or other vehicle fluids, installation of oil or other vehicle fluids, or vehicle repairs of any kind or description shall be conducted on the premises, parking areas, or driveways.
- 38) **WATER LEAKS: Please report all water leaks IMMEDIATELY. A small leak can cause high water damage and sewage bills. Check your commode for continuous cutting on and off.**
- 39) **WINDOW COVERINGS:** Window coverings shall be restricted to those provided by Owner or Management already existing in the home at the time of move-in or those approved by Management. Under no circumstances shall sheets, clothing, nags, aluminum or any metal foil, newspapers, or any other such items be used as a window covering. No other items shall be hung from, or out of windows.
- 40) **WINDOWS CLOSED:** In the event of inclement weather (rain, snow, sleet, hail, or high winds), Residents are required to close all windows. Damage to the window treatments, property interior, or floor coverings resulting from the violation of this rule will be charged to the Resident.



41) **WINDOWS:** The Resident is responsible for payment of any window that is broken, regardless of cause, during the rental term, and the glass must be replaced with that of equal or better Quality.

42) **YARD/GROUNDS:** Resident shall properly care for and mow the grass and adequately water the lawn, shrubbery, and grounds and remove weeds. If yard is not properly maintained, Management reserves the right to hire someone to mow or care for the yard and charge the expense to Resident as additional rent, after first advising the Resident that they have 72 hours to handle the responsibility.

43) **GUTTER CLEANING:** Resident is responsible for gutter cleaning on the property during residency.

44) _____

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RECEIPT OF COPY ACKNOWLEDGED: Residents hereby acknowledge that they have read these Rules and Policies and understand that this addendum is incorporated into and made part of the lease. Residents understand and agree to it, and have been given a copy.

Resident's Signature: _____ **Date** _____

Resident's Signature: _____ **Date** _____

Owner/Manager's Signature: _____ **Date** _____