

HOUSE RULES

RULES AND POLICIES

The following rules and policies are an Attachment to your Lease Agreement. All of these rules are in addition to those contained in the Lease. The violation of one or more of these rules, without a timely correction or cure, may result in your eviction under the Lease Agreement. Please read and understand these Rules and Policies. By signing the Lease Agreement and these Rules and Policies you have agreed that from time to time these may be changed or modified, unilaterally, and you will be notified of the changes in writing.

The rules and policies are intended to make your home attractive, useful, secure, and peaceful. We ask your cooperation in observing them.

The Resident agrees to:

1. Keep the unit clean.
2. Use all appliances, fixtures, and equipment in a safe manner and only for the purposes for which they are intended.
3. Not destroy, deface, damage, or remove any part of the unit, common areas, or project grounds.
4. Give the Manager prompt notice of any defects in the plumbing, fixtures, appliances, heating, and cooling equipment or any other part of the unit, common areas, or related facilities.
5. Remove garbage and other waste from the unit on a regular (not less than twice each week) basis, and in a clean and safe manner.
6. Damages: Whenever damage is caused by carelessness, misuse, or neglect on the part of the Resident, his/her family or visitors, the Resident agrees to pay:
 - a. the cost of all repairs and do so within 30 days after receipt of the Owner's demand for repair charges;
 - b. Rent for the period the unit is damaged whether or not the unit is habitable.

GENERAL RULES AND REGULATIONS

1. Requests for repair or maintenance should be made as soon as possible to the Manager, during office hours.
2. **If you have a medical emergency, call 911.**
3. Rent must be paid with check or money order. Cash will not be accepted.

4. Lost mailbox keys will be replaced at Resident expense, by the Manager. If the boxes require re-keying, the Resident shall be responsible for reimbursing the Owner for the actual costs incurred.
5. No shades, awnings, vertical blinds or window guards shall be installed, without written permission by the Manager.
6. No alteration to any unit may be done without written approval from the Manager.
7. Nails, tacks, brads, screws, etc. shall not be driven into the walls, woodwork, ceilings or floors; except that small nails may be used for wall hangings.
8. Do not allow furniture to mark the walls. Do not put decals or other sticky or glue-on paper on walls, woodwork, doors, cabinets, appliances, windows, fixtures, furnishings or shelves.
9. Do not place heated pots or pans, or cigarettes, on kitchen and/or bath counter tops unless protected by hot pads.
10. Residents are cautioned against leaving windows open during bad weather. Walls could be damaged, resulting in costly repairs, which will be charged to the Resident.
11. Except in designated areas, Residents shall not plant flowers, shrubs, vegetables, or any other growing thing. Residents shall not pick, remove, or damage any growing plant, any flowers or greens from plants and shrubs, in the landscaped common areas.
12. Do not use any outside electric defroster to speed thawing in your refrigerator freezer compartments. Injuries to user and damages to refrigerator may occur.
13. Resident will dispose of his/her own newspapers, magazines, or other rubbish in the trash room facilities provided by the Manager.
14. Music and noise must be kept to a reasonable level. This applies to Residents and their guests; and includes, but is not limited to loud playing of radios, stereos, phonographs or musical instruments in such manner as may disturb other Residents.
15. Occupancy is limited to the number of persons in your family as indicated on your application.

DRUG FREE HOUSING COMMITMENT

Criminal activity which threatens the health, safety, or right to peaceful enjoyment of the premises by other residents or any drug-related criminal activity on or near such premises, engaged in by a Resident, any member of the Resident's household, or any guest or other person under the Resident's control is strictly forbidden and will result in termination of the Lease Agreement.

GUESTS

1. You are fully responsible for your guests and visitors' behavior. Your guests are expected to comply with our Rules and Policies.
2. Guests are not permitted to stay longer than 14 consecutive days or more than 45 days total in any 12-month period unless they have written permission from the Manager. Occupancy is limited to the number of persons in your family as indicated on your lease agreement.

3. Minor children are to be supervised by an adult when they are in public areas.
4. Any damage done by a guest is the responsibility of the Resident.

COMMON AREAS AND FACILITIES

1. Consumption of alcoholic beverages is not permitted in any of the common facilities (i.e. courtyards, laundry rooms, etc.).
2. Smoking is not permitted in any of the common facilities.
3. All those who use the common equipment and common facilities provided by Management are expected to use reasonable care and good judgment.

BALCONIES, PATIOS, STAIRWAYS, AND HALLS

1. Care and good judgment should be used with all apartment balconies and patios.
2. Patio furniture and plants are acceptable on balconies and patios. Furniture designed for exterior use is permitted on the balconies. Plants, not exceeding 15 gallons in size, and occupying not more than 25% of the available patio/balcony space, are also permitted. However, bicycles and other personal items must not be left on or stored on the balconies or patios.
3. Storage items are not permitted in any exterior location.
4. No material may be affixed to any exterior surface by any means (including nails, tacks, tape or any sticky-backed substance).
5. Balcony and stairways railings may not be used to hang items.
6. Residents shall keep window ledges and landings free and clear of mops, brooms, and rugs and shall not hang rugs or clothes on the window ledges, fences, balconies or any other area outside the apartment.
7. Bicycles, shopping carts, and other personal items must not be left in any common area of the property; this includes the passageways, courtyards, or landings of the buildings.
8. Residents are not to throw anything out of windows or sweep anything off balconies or out of doors, onto stairways or leave garbage cans, bags or wastebaskets outside of their entrances.
9. Small rubber-backed doormats, designed for exterior use, are the only doormats permitted. No carpet pieces or remnants are permitted.
10. Apartment windows are intended to provide a source of natural light to the apartments. Therefore other than window coverings designed to be drawn to allow light in, no posters, pictures, displays, lights, or other materials may be displayed in apartment windows.

LAUNDRY ROOM

1. Laundry room facilities are to be used by Residents only. Please remove clothing from machines as soon as cycle is over.
2. Please follow machine-operating instructions as posted. If there is a problem with the function of any equipment in the laundry room, please advise Manager immediately.

PARKING

1. Management is not responsible for lost or stolen vehicles, or any damage to vehicles or their contents.
2. Parking of campers, boats, or trailers is not allowed.
3. Disabled cars may not be parked on premises without approval from Management.
4. Parking of cars on premise that leak oil is prohibited.
5. All vehicles must park front-end forward; vehicles may not back into parking spaces.
6. No vehicle repair or maintenance is permitted on the property.

CARPETS AND FLOORS

1. The cleaning of the carpet and floors in the apartments is to be done with care and at the expense of the Resident.
2. Carpeting can be permanently stained and damaged from inks, dyes, and paint. Residents will pay the cost of replacing damaged carpeting that cannot be restored to its natural color and new condition, normal wear and tear excluded.

DISTRIBUTION OF PRINTED MATERIALS

1. All materials displayed in any common area require prior approval from the Manager.
2. Decisions of what is distributed or displayed is based on the policies of the Manager and the Community Development Agency of the City of Coronado.
3. Material distributed to individual apartments requires prior approval from the Manager.
4. Door-to-door solicitors are not permitted. Please notify the Manager if solicitors appear at the apartments.

The Manager reserves the right to rescind or change any of the foregoing rules and to make such other rules and regulations from time to time as may be deemed necessary for the safety, care and cleanliness of the premises and for securing the comfort and convenience of all Residents.

I/We have received, read and understand the Rules and Policies.

Dated _____

Head of Household Signature

Printed Name

Address