



RESIDENT POLICIES & HOUSE RULES ADDENDUM

Note: These are in addition to any/all rules and regulations contained specifically in the lease.

New Rules and Regulations or amendments to these rules may be adopted by Management upon giving 30 days' notice in writing to Resident(s). Resident(s) is responsible for the conduct of guest and adherence to these rules and regulations at all times.

1. GENERAL:

- A. When a Resident has a new phone number and/or email address, they must communicate this information to the Management in writing immediately.
- B. Residents may not tamper and/or remove any apartment property including but not limited to lighting, mirrors, doors, appliances etc.
- C. For all written communication, email is preferred. Please ensure you receive/retain confirmation that your email has been received.

2. APARTMENT & HOUSEKEEPING:

- A. Residents or guests are not permitted on roofs of the buildings at any time.
- B. Any modifications or tampering of the landscape may result in charges and/or eviction. This includes, yet is not limited to, burial of animals, personal items, or the production of new plants.
- C. Resident is required to maintain a 5-pound ABC fire extinguisher.**
- D. No signs, signals, or advertisements shall be inscribed, exposed on, or placed at any door or window. Also, no aluminum foil or similar coverings are to be applied to glass or other areas of the apartment (including stove burners or ovens due to fire and electrical shock hazards).
- E. Waterbeds or any liquid filled furniture are not permitted on the property.
- F. Large parties are strictly prohibited.
- G. Residents are strictly prohibited from forcing any nail, staple, or other enforcement to the exterior/interior of the building.**
- H. Management must be notified of any new (roommates).
- I. Residents are prohibited from removing screens from windows. Windows shall not be used to access apartment in the event of lost key. Resident is responsible for any damage caused by removal or misuse of the window screens.

3. NOISE & CONDUCT:

The activities and conduct of all Residents and guests outside the apartment, on the common grounds, parking areas, or any other areas must be reasonable at all times and not annoy or disturb other Residents. **Quiet time is from 10:00pm to 7:00am daily and will be strictly enforced.**

4. ATTRACTIVENESS:

- A. In order to keep this property attractive, Residents agrees not to store mops, brooms, buckets, clothing, towels, garbage cans, bicycles, skateboards, other sporting equipment, garden decorations/tools, Inside furniture, BBQ's, kiddie pools, toys, cardboard boxes, and other like articles outside apartment doors, or on porches. Items that detract from the interior and/or exterior of the property may be prohibited at Management's sole discretions.
- B. Under no circumstances may Resident stack garbage outside the dumpster or anywhere else on the property.

- C. No personal belongings, including bicycles, shoes, play equipment or other items may be placed in the entryways, or about the building.

5. BEHAVIOR:

- A. Drunken, belligerent or threatening conduct toward other Residents, Resident's children, Resident's visitors, or Management will not be tolerated. Termination of lease may be applied at Management's discretion.
- B. Illegal drugs and/or illegal drug use on property will not be tolerated. Any suspicion or report of such will be reported to authorities without necessarily notifying the Residents in advance.
- C. Disturbances and problems with Residents, Residents' guest and/or children may constitute grounds for eviction and lease termination at the sole discretion of Management. Resident will be given notice to change behavior immediately.

6. PARKING:

- A. Automotive (and Motorbike) maintenance and repair is not permitted on the property. This includes oil changes and the washing of your vehicle. Oil leak removal is the responsibility of the Resident.
- B. No Boats, trailers, RV's, Water Scooters, Quad Bikes, inoperable vehicles, unregistered vehicles, etc., can be stored or parked in the parking lot. Motorbikes must be parked in the parking spot assigned and nowhere else.
- C. Parking is assigned upon the signing of Resident's lease and can be changed at any time by Management.
- D. Assigned parking may not be changed or altered by the Residents.
- E. Unauthorized parking is prohibited, and towing will be used at vehicle owner's expense.
- F. Management is not responsible for any theft or damage to cars or other vehicles while on the premises.
- G. Loud music is not allowed at any time to played in the parking lot.

7. SAFETY:

If an emergency that poses an immediate threat to human life occurs, Residents should contact **the Citrus Heights Police Department at (916) 727-5500, or call 911**. If it is an emergency that needs to be handled with Management, notify Property Management at 916-728-1500 or 916-805-3714 for emergencies after 6pm.

- A. All doors and windows must be locked during the absence of Resident.
- B. When leaving for more than (14) fourteen days, Resident shall notify Management in writing.
- C. All suspicious activities are to be forwarded to Management as soon as possible. Discourage and report all door-to-door soliciting.

8. LAUNDRY ROOM:

- A. The door is to remain shut and locked at all times when not in use. If a Resident leaves to do other things while clothes are drying/washing please lock door behind you until you come back to attend to your laundry.
- B. For effective drying and washing, the lint filters should be cleaned and the machines should not be overstuffed.
- C. Residents are to keep machine lids closed when not in use.
- D. Management is not responsible for any items left in the laundry room, or damaged by laundry room machines.
- E. Residents should remove their cloths promptly when complete. If a machine is needed and cloths are inside, please use care when moving someone else's clothes and place them on a clean surface.
- F. No smoking in the laundry room.

9. GUESTS:

- A. Residents must notify Management in writing if they plan to have guests staying longer than Fourteen (14) consecutive nights.
- B. All occupants residing in the apartment must apply for residency and be registered on the lease agreement.
- C. Management reserves the right to limit the number of guests in your apartment.
- D. Residents assume full responsibility for the actions of their guests and agree to assume all financial responsibility for damage to premises, furnishings or landscaping by Residents or guests.
- E. Each Resident is exclusively responsible for the health, safety, and welfare of Residents and Resident's guest. As such, Resident hereby releases and holds harmless the Landlord and/or Property Manager for any and all damages and liability

arising out of any death or injury to Resident or Resident's guest in the absence of any negligence as to the condition of the premises or intentional acts on the part of the Landlord and/or Property Manager.

10. MAINTENANCE & REPAIRS:

- A. Resident shall advise Management, in writing, of any items requiring repair (dripping faucets/ malfunctioning appliance, etc.). Request should be put in as soon as defect is noticed to prevent Resident from being held responsible. Management shall have no liability to make any repairs nor shall the rights of Resident to make said repairs accrue, except in an emergency.
- B. **Cost of repair or clearance of stoppages in waste pipes and drains, water pipes or plumbing fixtures caused by Resident negligence or improper usage are the responsibility of the Resident. Payment for the corrective action must be paid by Resident.** Resident is strictly prohibited from using any chemical drain cleaners, as they may damage the pipes. Resident is also responsible for all water damage. This includes overflowing sinks, toilets, tubs, water from defrosting refrigerator or any water damage whatsoever.
- C. Any article attached to the woodwork, walls, floors or ceiling, etc., shall be the sole responsibility of the Resident. Resident shall be liable for any repairs necessary during or after Tenancy to restore premises to the original condition.
- D. If Resident cannot access his/her apartment from the loss of keys, they may request Management open the door from 10am to 6pm, if Management is on the premises. Otherwise, Resident acknowledges it may take management longer and Resident may have to call a locksmith at Resident's expense. Any time before or after 10am to 6pm, may result in a charge. Management will not, under any circumstances, admit any visitor into an apartment. At management's discretion, Resident may provide a key with written permission for Management to give out the key. Thereafter, Management is not responsible for the key. However, Resident acknowledges unlocking of Resident's door is not a requirement or duty of management.
- E. After any repairs, construction, and/or maintenance is completed in the apartment, Resident understands and agrees that they may be required to do additional cleaning upon completion of work.

11. ADDITIONAL RULES & REGULATIONS:

- A. It is the responsibility of Resident to file the appropriate address change in advance of a vacancy. Resident understands that Management and/or new Resident is not responsible for the returning or collecting any mail. Resident also understands that all mail received after vacancy will be returned to post office as "RETURN TO SENDER."
- B. During Tenancy, any communication regarding Resident's apartment will be conducted through the Resident and Management only. Management is not responsible to communicate with any other person regarding the apartment, unless the situation is considered urgent and/or threatening to the apartments or human life.

Residents acknowledge that if a violation of any of the above rules and regulations are committed, Resident(s) understand that charges and/or eviction may be used in response to the action. Resident agrees to be responsible for guests' actions, and Resident will also inform guest of all Rules & Regulations.