

Rules and Regulations

The following Rules and Regulations are for **Lytle Tower**

1. Residents shall keep their apartments clean and sanitary at all times.
2. Residents shall not house any person other than those listed on the rental application. Only those individuals approved by management may reside in an apartment. **Failure to notify the office of a new resident could result in an eviction.**
Initial _____
3. Residents shall not keep or shall not allow anyone to bring dogs, cats, or any other animals and/or pets onto the premises, or the building, unless the landlord grants prior written permission. Lytle Tower allows residents to keep up to two cats, provided a pet addendum is signed and a monthly fee is paid. **No Dogs are permitted.**
Initial _____
4. Fire Department regulations require all sidewalks, corridors, walls, passages, stairways and common storage areas to be kept free of all personal belongings. Also, explosive, obnoxious or illegal substances are not permitted to be kept by a resident in the apartment or on the premises. The Management reserves the right to dispose of any items left in the above areas without prior notice.
5. No musical instrument, computer, radio, television, stereo, or other audio equipment shall be operated in a manner that is disturbing or annoying to other residents. Residents shall conduct themselves, and require other persons on the premises with their consent, to conduct themselves in a manner that will not disturb their neighbors peaceful enjoyment of the premises.
6. All trash must be placed in the trash chutes which are located on every floor. Under no circumstances shall garbage and refuse be placed in any common areas. Large items or garbage bags which do not fit down the trash chute are to be taken to the trash receptacles located outside on the North side of the building. Littering is forbidden. Cigarettes should be disposed of properly and not extinguished on hallway carpet nor thrown on the exterior premises.
7. State law prohibits use of residential apartments for business or gainful enterprise.
8. Locks may not be added or changed except by management.
9. A lockout fee of \$25 will be charged after normal business hours if the resident is at fault. If a member of staff is not available, a locksmith must be called at the Resident's expense.
10. Your apartment is wired for optional cable service. Satellite dishes, if used, must be installed according to Federal guidelines and **may not be attached to the building.** The resident must sign a separate satellite addendum.
11. Laundry facilities are to be kept clean. The 12th floor laundry room is open from 9:00am to 9:00pm. The laundry room in the basement is open 24 hours a day. Washers and/or dryers are not permitted in the apartment unless washer and dryer are already installed in your apartment. If you use the coin operated laundry **you must remove your clothes from the washer and dryer promptly.** Initial _____
12. Lytle Tower supplies blinds for all windows which are white or off white in color and may not be removed. Additional window coverings are optional.
13. No decorating or alteration of any kind is permitted without written approval from management. If changes are approved, the resident must restore to the original condition upon moving.
14. Residents agree not to interfere with or alter in any manner any portion of the cooking, refrigerating, heating or lighting installation made in or on the premises. Mechanical equipment shall not be used for any purpose other than that for which it was constructed or installed.
15. Management is not responsible for personal items in rental units or storage areas which are lost, stolen or damaged.
16. **RENTER'S INSURANCE IS REQUIRED.** The landlord's insurance covers the building only and will not cover damage or replacement of your personal property. We require that you have renter's insurance and provide proof of insurance upon signing your lease agreement. Proof of Insurance is a Certificate of Insurance from your insurance company that specifically names Lytle Tower, 405 Broadway St, Cincinnati, OH 45202 as an additional insured.
Initial _____

17. Repairs or service required for all fixtures, including toilets, disposals, sinks, tubs and drain lines caused by flushing or foreign items (disposable diapers, sanitary napkins, grease, etc.) or neglect by residents will be charged to the resident.

18. Air conditioner filters must be cleaned or replaced as needed to allow proper air flow. Please call the management when service is needed.

19. Loitering is not permitted in any common area (or parking area).

20. All residents and/or their guests using the recreational facilities do so at their own risk and sole responsibility. Residents agree to save harmless the landlord from any and all liabilities and action whatsoever by any residents, their family, guests or occupants of resident's apartments arising out of the use other facilities which may be provided.

21. Residents must replace batteries in the smoke detectors as they wear out. Report any problems to management. Initial _____

22. At no time shall any resident allow unknown individuals into the building. This includes unknown individuals entering the building behind you. Initial _____

23. All residents must have access to a private telephone to allow their guests to enter the building. Management or their representatives are not responsible for letting guests enter the building. To let a guest into your apartment your phone number needs to be programmed into the system and your guest must know your apartment number. The guest will put in your apartment number in the call box in the vestibule and when your phone rings you answer and then press the number 6 on your phone and this will unlock the door. Initial _____

24. No individuals, including service workers will be let into the resident's apartment without prior written approval from the resident.

25. Reserved quiet hours in our community:
Sunday-Thursday 10:00pm-8:00am and Friday-Saturday 11:00pm-9:00am. Initial _____

IT IS UNDERSTOOD THAT MANAGEMENT RESERVES THE RIGHT TO CHANGE OR RESCIND ONE OR MORE OF THESE RULES OR TO MAKE FURTHER RULES AS MAY FROM TIME TO TIME BE NECESSARY FOR THE SAFETY, CARE AND CLEANLINESS OF THE PREMISES. VIOLATIONS OF ANY RULE WILL BE CAUSE FOR EVICTION.

Resident	Date	Property Manager	Date
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Resident	Date
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Resident	Date
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