

Rules and Regulations

The following Rules and Regulations are for **Rookwood Properties**

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. Rookwood Properties allows residents to keep up to two cats or dogs, provided a pet addendum is signed and a monthly fee is paid. A pet deposit is also required upon move in for any pet living in your home. 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. Residents shall maintain their patio or balcony in such a manner as to be in keeping with the decor of the community. Patio furniture, flowers and plants are permissible. Any article, which the management feels is objectionable, must be removed. Items may not be hung over the railing. Bird feeders may not be hung from balconies.
7. To comply with State of Ohio Fire Code, grilling or cooking is prohibited on balconies. Grills are provided throughout the property for resident use. Initial _____
8. All trash must be placed in the designated containers. Under no circumstances shall garbage and refuse be placed in any common areas. Littering is forbidden. Cigarettes should be disposed of properly, and not extinguished on hallway carpet nor thrown on the exterior premises.
9. State law prohibits use of residential apartments for business or gainful enterprise.
10. Locks may not be added or changed except by management.
11. 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.
12. 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.
13. Any resident or guest parking in any area not designated for parking will be towed at their own expense. Cars extending over sidewalks or clocking ramp areas will also be towed. Passenger cars, mini vans, and pick up trucks are permitted in the community. All other vehicles (i.e. campers, trailers, boats, and trucks, etc.) must have written consent of the management.
14. Washing of vehicles is prohibited.
15. Motorcycles, mopeds, and motorbikes may be parked in parking lots only, and are not to be parked on patios, in apartments, laundry rooms, storage rooms, hallways or sidewalks. Kickstands shall be supported so as to not damage parking lot.
16. Automobile maintenance is not permitted on the premises.
17. Unroadworthy vehicles or vehicles unlicensed or inoperable shall be towed at the expense of the owner.
18. Laundry facilities are to be kept clean. Damage or horseplay in the laundry room will result in consequences for the

resident responsible. Washers and dryers are permitted in units where washer and dryer hookups are provided..

19. 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.

20. 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.

21. Management is not responsible for personal items in rental units or storage areas which are lost, stolen or damaged.

22. **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.

Initial _____

23. 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.

24. Waterbeds are not permitted without written permission and a signed waterbed agreement.

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

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

27. 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 of the swimming pool and other facilities which may be provided.

28. Residents must replace light bulbs as they wear out and must report low batteries in smoke detectors. Report any problems to management. Initial _____

29. Your home may be equipped with a Carbon Monoxide Detector. If it is, you will be charged a fee if it is missing upon your move out. Initial _____

30. 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

Resident Date

Resident Date