

# Rules and Regulations

## 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, 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. 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, charcoal grills or gas grills which use a fuel container larger than one pound or any other open flame cooking device is prohibited on decks or balconies or within ten feet of combustible construction.  
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.

