

Hunter Woods Apartments
Rules and Regulations for Residents, Occupants and Their Guests
(Attachment to Lease)

Resident(s): _____

Apartment: _____ S. Saginaw St., # _____, Lapeer, MI 48446

An apartment property is a small community. Good communities have good neighbors. We work very hard to make your community an excellent home by doing our best to attract and retain excellent residents as your neighbors.

Excellent residents are Responsible Residents in three ways:

- 1) Responsible Residents pay their rent on time,**
- 2) Responsible Residents take care of the property, and**
- 3) Responsible Residents do not disturb their neighbors.**

Unfortunately, people do irresponsible things. To further explain irresponsible behavior, specific rules are written to further inform you of your responsibility.

1. Responsible Residents pay their rent on time

Food, Clothing and Shelter – Your home is one of top needs of humankind. However, a small number of people feel that it is acceptable to pay for many other things before their apartment. Prioritize your spending such that you can pay your rent on time.

- 1.1 Rent is due on or before the first day of the month. This payment is rental services for the month beginning on the 1st – it is not for the previous month. Like most fixed-charge services – renting a movie, seeing a sporting event, insurance for a car – payment for apartment rent is made before the service is provided.
- 1.2 If you have no way to avoid being late on your rent payment, contact the office to explain your plan for making payment.
- 1.3 If you are late with your rent payment, include the Late Rent Fee with your payment. For most leases this is \$25. Like other services, fees are paid to cover costs that are not part of the service. The Late Rent Fee covers real expenses for calls, reminders, notices, mailings and follow-up.

2. Responsible Residents take care of the property

Millions of dollars have been invested into your community. Its maintenance and protection is a major portion of your rent payment. Your security deposit is a guarantee against damage to the property that is beyond normal wear and tear. These rules outline actions that will damage property causing repair expense that will be charged to your account or are hazardous behaviors that could result in catastrophic damage. You are strongly encouraged to obtain renter's insurance as a precaution against damage to your apartment or your neighbor's apartments and belongings from your accidental negligence.

- 2.1 Residents shall not willfully or negligently cause physical injury to the property and shall be charged for damages for which he/she is responsible. The property includes the trees, shrubbery, lawns, gardens and other landscaping.
- 2.2 Residents and their guests shall not cause a serious and continuing health hazard to exist on the premises. All observed health hazards are to be immediately reported to the office.
- 2.3 If the Resident becomes locked out of their apartment, the Resident shall call emergency maintenance to open the door – at any time. Residents that break open a locked door or window shall be charged for the full cost of repairs to restore the door to its original condition.
- 2.4 No Resident shall alter any lock, install a new lock, peep hole, or knocker, or otherwise alter any door of the property. Door chains are expressly prohibited. If the Resident needs to secure a door from opening by young children (such as the apartment entrance), a flip-latch will be provided by property management.
- 2.5 Entrance and hall doors must be allowed to close at all times. This is an important fire safety precaution. Any propping open of doors should be limited to moving situations and immediately removed when complete or unattended during moving breaks.

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- 2.6 No spikes or large nails shall be driven into the walls or woodwork of the property. Small pins, push pins or brads are acceptable for light wall hangings. Picture hangers ("J" shaped hooks) using brads as nails are preferred to hang pictures and heavier items. Do not use glue or other adhesives on walls. Contact the office for written approval before attaching other items to the walls or woodwork.
- 2.7 No Resident shall paint without prior written approval of the landlord, except for touch-ups. Paint will be provided for touch-ups to match existing paint. Wallpaper or stenciling is not allowed unless written consent is received from the Landlord. Walls must be returned to condition at move-in by Resident at move-out.
- 2.8 No Resident shall allow any object or item of any nature to fall from the windows, doors or balconies, nor shall any Resident sweep or throw from their apartment any dirt or other substance into any of the common areas or elsewhere in the building.
- 2.9 Laundry cleaning shall be done only in the rooms provided for such purposes in the property or in apartments so equipped. Resident shall not use dyes or otherwise misuse the laundry machines. Remove articles from clothing especially gum and candy which will melt in dryers. Resident is responsible for the expenses resulting from any misuse of laundry machines. Please observe instructions on operating laundry equipment inside the covers of washers and dryers. The trash cans in the laundry rooms are for laundry waste only. Do not dispose of mail or apartment waste in laundry trash cans. Washers and dryers are not allowed to be installed or operated in any Tenant's unit.
- 2.10 Waste from Resident's apartments shall be placed in tied plastic heavy ply garbage bags and placed in waste dumpsters. Glass and other sharp or dangerous objects shall be safely secured to prevent injury or tearing of the bag. Any spills shall be cleaned by the Resident. No waste shall be stored in apartments or on balconies at any time as any delay in removal may allow pests to enter the apartment.
- 2.11 Waste dumpsters are provided for normal household waste. Residents must inform the office when large items such as furniture or appliances must be disposed. The office will assist with advice as to the proper day to dispose the item so as to reduce the chance of overfilling the dumpster. Waste items cannot be left outside the dumpster. All items must be placed inside the dumpster or removed from the property and disposed elsewhere.
- 2.12 Grease shall not be disposed of into sinks or toilets. Grease clogs drains resulting in an inconveniently plugged sink and large repair. All grease shall be disposed of with garbage in proper receptacles such as waste jars with lids.
- 2.13 Disposals are provided for the kitchen sink as a convenience for food preparation. Disposals are not intended to dispose of trash. Leafy and stringy foods such as lettuce, potato peels, carrot peels, celery, pea pods, corn cobs, corn husks, paper, metal, bones, suet or fat meat, oil, fat grease or other clogging material must not be placed in the disposal. These items are to be disposed of in dumpsters.
- 2.14 Kitchen counters, bathroom vanity tops, bath tubs, shower surrounds, faucets, fixtures and mirrors shall be used with care so as to prevent cuts, burns, abrasion, or stains. Abrasive cleaners shall not be used.
- 2.15 All flooring shall be protected against cuts, burns and stains from hot utensils and chemicals, moving heavy objects, or other actions. Avoid the use of bleach-containing products on flooring especially carpet as bleach removes carpet dyes and destroys backing materials.
- 2.16 Toilets, appliances and other equipment shall be used only for the purpose for which they are constructed. Only toilet paper and human waste shall be placed in or flushed down the toilet.
- 2.17 Resident(s), or their guests, may not make, contract, or otherwise cause any physical changes to the property without prior written consent from the landlord. No equipment may be moved from any part of the property.
- 2.18 Additional phone or cable outlet installation must be approved in writing prior to installation and completed by a utility installer or the landlord. Have installation made when you can be at home to show installers where the outlet is to be located.
- 2.19 No radio or television aerials or wires shall be erected in or about any part of the apartment or building. Satellite antennas (satellite "dish") are allowed with prior written approval from the office. Residents must instruct the dish installer to contact the office to agree to the placement of the dish. For first floor apartments, the dish must be mounted to balcony joists of the balcony above. For upper apartments, the dish must be mounted on balcony rails.
- 2.20 No kerosene, gasoline, propane or other flammable or explosive materials may be stored in the apartment. No painting or refinishing of furniture may be done in the apartment. This is due to the possibility of explosion from the accumulation of fumes.

- 2.21 No “open flame” grills or liquid fuel stoves are allowed in apartments. Electric grills may be used on balconies. Such grills may be used only if the owner or occupant has at least a five-pound fire extinguisher in working order located within the apartment. When in use, grills should be kept as far away from buildings and overhangs as possible. No propane tanks or liquid fuels may be stored inside any enclosed building at any time due to the risk of explosion from leaks. Charcoal grilling is permitted in the picnic area in grills provided by the landlord. Resident shall remove all debris and extinguish fire in grill after each use.
- 2.22 Access to the furnace and air conditioning unit must be allowed. Do not store belongings directly in front of the closet access panel or the furnace closet door. Do not store belongings inside the furnace closet. Additional air conditioning units may not be installed.
- 2.23 The landlord shall provide smoke detectors. Bedrooms have battery operated smoke detectors. The Resident is responsible for all batteries.
- 2.24 The landlord shall provide light bulbs prior to moving in. The Resident is responsible for all light bulb replacements up to, and including, the date of move out.
- 2.25 Waterbeds are not allowed without adequate written proof of insurance coverage provided by the Resident to the landlord.
- 2.26 Bicycles and roller blades are not to be used inside buildings or on sidewalks. This is to prevent accidental collisions with pedestrians on walks. Skateboards are not permitted to be used on the property due to the inherent danger of skateboarding to skateboarders, pedestrians and property damage.
- 2.27 Vehicles are only permitted on the asphalt surface. Motorcycles and bicycles shall have a stand that will not damage the asphalt surface.
- 2.28 Bicycles must be put in the bicycle rack when storing outside. If the Resident stores a bicycle in their apartment, care should be taken so as not to damage doors, walls, paint, and flooring in the common areas leading to the apartment and the apartment from the bicycle itself or grease, oils and dirt from the bicycle.
- 2.29 No screens, shutters, awnings, or other projections shall be attached to or protrude beyond the outside walls of the building.
- 2.30 No window treatments (such as drapery or curtain rods) shall be installed without permission of the landlord. The landlord may choose to install the treatments so as to minimize damage. Contact the office for advice.

3. Responsible Residents do not disturb their neighbors

Respecting the rights of other residents to the peaceful enjoyment of their housing is a primary requirement of living in a community. This is particularly important in apartment communities where residents live only one wall or floor away from each other. Every effort must be made to allow your neighbors their right to peaceful living free from disturbances.

- 3.1 Nothing shall be done anywhere on the premises which will interfere with the right, comforts, or convenience of other residents and their guests. The most common disturbance complaint is excessive noise. No televisions, radios, audio players, musical instruments, or other audio equipment shall be operated in a manner that is disturbing or annoying to other Residents (headphones are highly encouraged). Yelling, screaming, slamming of doors, stomping on stairs, and similar disturbing noises created by Residents and their guests shall be avoided at all times.
- 3.2 Smoking is not permitted inside the building in areas outside the Resident’s apartment (halls, stairways, entrances). Smoking in public spaces is a primary complaint of non-smoking residents. Do not smoke in public spaces.
- 3.3 Smoking litter is to be placed in appropriate containers. Cigarette/Cigar butts shall not be thrown on the property. Smoking litter is by far the highest source of debris on the property and a primary complaint of non-smoking residents. Smokers, please remember that the only ashtray is in your apartment – not the common areas, walks, parking areas, gardens or lawns.
- 3.4 Residents are allowed to have one or two cats as pets with the written permission of the office. Additional charges apply. Residents or guests shall not allow dogs or other animals on the property. This rule is to avoid excessive noise. Other small pets may be allowed on a case by case basis with written permission of the office. In all cases, a judgment about the possibility of noise will be considered (for example, some birds are worse than dogs). This rule shall not apply to leader dogs or other individually trained service animals as long as the service animal is individually trained to do work or perform tasks for the benefit of the disabled person.

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- 3.5 The sidewalks, entrances, passages and courtyards must not be obstructed, encumbered, or used for any purpose other than ingress and egress to and from the property.
- 3.6 No personal property of any kind shall be placed or kept on the lawns, nor shall such areas be used for lounging except where furniture is provided for such purpose. (for example, sunbathing is not permitted on the lawn)
- 3.7 Parking spaces are provided for two passenger vehicles per apartment in clearly marked spaces. Parking is allowed for properly licensed passenger cars that are owned by Residents, in operable condition, and used regularly by any Resident or their guest within the limits of the apartment grounds. The parking of commercial vehicles is prohibited –except for moving purposes not to exceed one overnight stay. Trailers, campers and other recreational vehicles are not allowed on the premises at any time. Any vehicle improperly parked or on the property contrary to this regulation may be towed away and the Resident who authorized or invited the vehicle on the premises shall be liable for all expenses and shall hold the landlord harmless for any loss or damage resulting from removal of the vehicle.
- 3.8 Vehicles shall be operated in a manner to be as quiet as possible while on the property. Quiet operation includes vehicle stereo systems by Residents or their guests that shall not be heard outside the vehicle.
- 3.9 Feeding of birds and animals is permitted, but limited. Bird feeders with common bird seed are allowed. Please be courteous with bird feeding such that seed waste does not fall on lower balconies or the grounds. Do not feed table scraps, bread, snacks or other food items as this is carried by birds and animals to other parts of the property causing a nuisance for other Residents.
- 3.10 Balconies are not to be used as storage for bicycles, strollers, exercise equipment or other belongings as this presents a poor view for other Residents. Patio furniture, grills, potted plants and similar articles common to patios are allowed. At no time shall garbage bags be stored on balconies no matter how brief as this may soil the balcony below and attract pests and animals.
- 3.11 No car repairs, washing or routine maintenance shall be done at any time on the property. Immediate repairs to restore a disabled vehicle shall be limited (i.e. jumping or replacing a dead battery).
- 3.12 Residents, members of the Resident’s household, and any other persons under the Resident’s control are expressly prohibited from manufacturing, delivering, possessing with intent to deliver or possessing a controlled substance on the leased premises including any of the common areas. As used in these rules, the phrase "controlled substance" means a substance or a counterfeit substance as classified in the Public Acts of the Michigan Compiled Laws.
- 3.13 Consumption of alcoholic beverages shall not be permitted in any common areas including, but not limited to, the lawn, sidewalk, parking areas, or recreation areas. No sale of alcoholic beverages shall be permitted anywhere on the premises. The provision of alcohol to any person less than 21 years of age is expressly prohibited on the property.
- 3.14 Residents and their guests are not to loiter in the common areas, hallways, parking lots or other areas that may interfere with the rights and comforts of others.
- 3.15 No sign advertisement, notice or other lettering shall be exhibited, inscribed, painted or affixed by any Resident on any part of the outside or inside of the premises or building.
- 3.16 “Garage” sales, or similar events, are prohibited on the property.
- 3.17 Residents shall not operate “home-based businesses” that require customers of the business to visit the resident’s apartment. Such businesses tend to generate traffic that is a disturbance to other residents.
- 3.18 Play equipment and basketball court shall be for the use of Residents and their immediate family. Persons shall not play in any areas other than those specifically provided for recreational purposes. Each resident, and their guest(s), uses these facilities at their own risk and agrees to hold the landlord harmless.

I hereby acknowledge that I have read, understand, and agree to, the above set of Rules and Regulations.
I further agree to inform, and be responsible for, any guests of mine/ours to do the same:

Date of acknowledgement: ____/____/____

Resident Initials: _____