

LATHROP HOMES APARTMENTS **RULES AND REGULATIONS**

The following Rules and Regulations are intended for the benefit of all tenants at Lathrop Homes – Phase I. These Rules and Regulations are attached to and made a part of the lease. Compliance with these Rules and Regulations is a condition of every tenant’s lease and an obligation of tenancy. Failure to abide by the Rules and Regulations is grounds for termination of tenancy and eviction from the property. The Owner reserves the right to revise, amend or add to these rules from time to time. Tenants will be given a thirty (30) day written notice before any changes go into effect. Tenants are responsible for the actions of their children, co-head, other household members, and guests.

1. Only those persons named in the lease shall be entitled to live in the apartment, except as otherwise approved in writing by management.
2. Written approval must be obtained from the management office if a tenant intends to have a guest stay with him or her for more than five (5) days per month. Any guest staying longer than five (5) days per month without management approval will be presumed to be living in the unit and will constitute a violation of the lease.
3. Tenants shall be responsible and liable for the actions of their household members and guests. Tenants must inform their guest(s) of all lease provisions regarding the premises and all Rules and Regulations. Acts of household members or guests in violation of the lease or these Rules and Regulations will be considered a breach of the lease by the responsible tenant. Owner has the right to prohibit non-tenants who commit a material violation of the lease provisions or Rules and Regulations from entering onto the property. If such individual is a guest of a tenant, that guest and tenant will receive written notice of the individual’s barred status. If a barred individual returns to the property after being so notified, they will be arrested for criminal trespass to property. If a tenant is issued a copy of the barred notice and invites or allows the barred individual onto the property, such action will be considered grounds for termination of tenancy.
4. Owner may require any tenant who has a check returned for insufficient funds (NSF) to make future payments of rent in the form of a money order, certified check, or cashier’s check.
5. Parents shall be held responsible for the conduct of their children. Children twelve (12) years of age and under shall be directly supervised by a responsible adult when using the building facilities or present in the common areas.
6. No person shall be permitted to loiter in or upon the common areas of the property, including around the perimeter of the buildings.
7. Playing in hallways, stairwells, laundry rooms, or other interior common areas of the property is not permitted.
8. Tenants who are absent from their apartment unit for more than 60 continuous days, or longer than 180 continuous days for medical reasons, without the prior written approval of Owner, will be considered to have given up their right to occupancy and may be subject to termination of tenancy.
9. Moving hours are between 9:00 a.m. and 4:00 p.m., Monday through Saturday. Any move must be completed no later than 4:00 p.m. on these days. No moving is permitted on Sundays or holidays.
10. The property’s parking facilities are for the use of tenants and other authorized persons with properly registered vehicles only. Tenants must register their vehicle in the management office and receive a “Tenant Parking Sticker.” Any unregistered vehicle or vehicle failing to display a valid parking sticker will be subject to being towed at the vehicle owner’s expense.

11. No more than one (1) vehicle per unit shall be allowed on the property unless prior written approval is given by management. There shall be no assigned parking. There may be fewer available parking spaces in the Parking lots than registered vehicles. Therefore, all parking on the Property shall be on a first come-first served basis.
12. No vehicles shall be stored on the property without proper written approval by the Owner. All vehicles shall be currently licensed, insured, and in operable condition. Upon notification, tenant shall move vehicles from the parking area for snow removal, lot sweeping and lot repair.
13. Commercial vehicles, trucks, buses, campers, boats, trailers, and other similar vehicles shall not be parked by tenants in the property's parking facility without prior written approval of the Owner.
14. Mechanical maintenance, repairs, and the washing of any vehicle on the property are specifically prohibited.
15. Parking of any vehicle in a driveway is not permitted.
16. Upon termination of tenancy, all keys shall be returned to the management.
17. Management may assist tenants in gaining access to their units. A lock out fee, as posted in the management office, shall be charged when this service is performed.
18. No additional locks or similar devices shall be attached to any doors without management's prior written approval. If owner grants tenant permission to replace their lock, tenant shall be required to provide management with a copy of the key.
19. Signs, advertisements, notices, or other lettering shall not be exhibited, inscribed, painted, or affixed to any part of the outside or inside of the buildings or common areas of the property without the prior consent of management. No graffiti or other defacement of the property shall be permitted.
20. Blinds, shades, or any type of screening material shall not be attached or hung in any window or door of the building without the prior written approval of the Owner.
21. Radio, cable, television aerials or wires or satellite television dishes shall not be erected on or affixed to the building.
22. Nothing shall be done in or about the building which will interfere with the rights, comforts, or convenience of other tenants, including, but not limited to, the playing of loud music in apartments or in any common area of the property.
23. All garbage must be disposed of in a tightly closed garbage bag and placed in the property garbage dumpsters or receptacles as provided by Owner and which are located in designated areas inside or outside of each building.
24. No furniture or other large items may be disposed of at garbage dumpsters or other receptacles as provided by owner. Tenants must contact the management office to receive instructions on how to properly dispose of these items and will be charged any fee incurred by management for such removal.
25. All grease shall be disposed of with garbage in proper receptacles and shall not be poured into sinks or toilets.

26. Toys, rags, diapers, sanitary napkins or any other improper materials shall not be disposed of in toilets. The tenant shall pay for the cost of any damage to plumbing equipment resulting from tenant's abuse or misuse.
27. Tenant shall not litter the lawns, walkways, driveways, sidewalks, or any other common areas of the property. Tenant shall be responsible for any damage to shrubbery, trees, or any other property in the common areas caused by tenant or any household member or guest of a tenant.
28. Except for proper picture hanging hardware used on apartment walls, no spikes or large nails shall be driven into the walls or ceilings without the prior written consent of the Owner. Paste-on, glue-on, or stick-on picture hangers or hooks are not considered proper hardware.
29. Tenant shall not paint or install wallpaper or contact paper in the unit without prior written approval from the Owner.
30. Tenants shall not waste water or utilities. Windows shall not be left open in cold weather. Tenants will be held responsible for damage resulting from leaving windows open.
31. Water filled furniture including waterbeds are strictly prohibited.
32. The storage of kerosene, gasoline, or other flammable, explosive, or otherwise hazardous materials is prohibited. The use of portable heaters of any type is strictly prohibited.
33. Storage of personal property shall not be permitted in any common areas of the property.
34. No pets of any kind shall be kept in or about the property or apartment unit except upon prior written approval of management as required under the property's pet policy. Assistive animals may be allowed as a reasonable accommodation to a tenant's disability.
35. Consumption and dispensing of alcoholic beverages and transporting of open alcoholic beverages shall not be permitted in common areas.
36. No firearms are allowed anywhere on or about the property. Fireworks or other explosives shall not be kept or discharged on the property.
37. Washers, dryers, dishwashers, electric heaters, and air conditioning units (other than if installed by owner) shall not be installed, maintained, or used in an apartment unit.
38. Tenant Complaint/Grievance Procedure. Tenants who have a complaint or grievance of any type should contact the management office and speak with the property manager. If the issue is not resolved to the satisfaction of the tenant, he or she may obtain and complete a Tenant Complaint/Grievance form in the management office and send it to the property's District Manager for review. The District Manager's name and contact information is provided in the Tenant Complaint/Grievance form. Tenant's residing in a CHA RAD Unit are also eligible to file a grievance under the CHA's RAD grievance procedure.
39. Smoke and carbon monoxide detectors are provided as a measure of safety and protection. Tenants are responsible for notifying the management office when a smoke or carbon monoxide detector is inoperable.
40. Tenants must use tenant's best efforts to prevent conditions in their apartment, such as excessive moisture, that creates an environment conducive to mold growth. In the event such conditions develop, tenants must notify Owner within twenty-four (24) hours of becoming aware of the condition. Tenant must also inform the management office of any actual or potential mold problem discovered as soon as practicable, regardless of what may have caused the problem.

41. All tenants are required to cooperate with and assist the Owner and management in administering reasonable and necessary pest control treatment procedures and, if necessary, the removal of pests from the tenant's unit. Tenants shall not deny Owner, management, or any authorized pest control vendor access to the tenant's unit for purposes of inspection and treatment of pests. Tenant's failure to (a) promptly notify management of pests in tenant's unit, (b) allow access to tenant's unit as set forth above, or (c) follow reasonable and necessary instructions to prepare the unit for pest control treatment or prevent future pest infestation in the unit shall be considered a material non-compliance with the terms of the lease and may result in termination of tenancy.

42. This property is a smoke free facility. Due to increased risk of fire and the known health effects of secondhand smoke, smoking is prohibited in any area of the property, both private and common, indoors, and within 25 feet of the building(s) including entryways, and all exterior common areas, playground areas and near any exterior window or door. This policy applies to all tenants, guests, and service persons. Tenants are responsible for ensuring that all household members and guests comply with this rule. The term "smoking" is defined as inhaling, exhaling, burning or carrying any lighted cigarette, cigar, pipe, or other products, including marijuana and e-cigarettes.

Tenant Signature /Date

Tenant Signature /Date

Tenant Signature /Date

Tenant Signature /Date