

## EXCEL PROPERTY MANAGEMENT, INC.

### RULES AND REGULATIONS CONVENTIONAL

Our apartment community will provide excellent housing for you and the members of your household. In order for this apartment community to function successfully, it is imperative that each resident follow all rules and regulations as set in your lease agreement and on the following pages.

1. **RENT PAYMENTS** – All rent payments are due on the first day of each month. A late charge will be collected if the rent is not paid by the fifth day of the month.
2. **ABUSE OF PROPERTY** – If any resident, child, or visitor causes damage to the inside or outside of the unit, buildings, common areas, or grounds; the resident will be assessed a charge for having the damage repaired or replaced. Excessive damage could result in termination of the lease agreement.
3. **CLEAN AND SANITARY LIVING CONDITIONS** – Each resident is expected to keep their apartment unit in a clean, safe, and sanitary condition. Management will inspect each unit on a periodic basis to ensure that all are properly maintained.
4. **DISTURBANCE OF NEIGHBORS** – Excessive noise or any action that violates the right to quiet enjoyment of the other residents will not be tolerated. Such action could result in termination of your lease agreement.
5. **UTILITIES** – Each resident is responsible for certain utilities, which are outlined in your lease agreement. Residents are required to have all utilities in service at the time of initial occupancy. Residents are also required to maintain utility service throughout their tenancy in our community.
6. **UNAUTHORIZED OCCUPANCY** – You are invited to have visitors, but unauthorized occupants are not permitted. Only those household members listed on the lease and Certification can reside in the unit. It is the resident's responsibility to notify the management of any guests staying for more than one (1) week.
7. **PETS** – Pets are not permitted in most apartment communities. You are prohibited from keeping, feeding, or allowing any animals (dogs, cats, etc.) in or around your apartment unit. Communities designated as Elderly are permitted to have pets under Federal Regulations. A separate pet agreement is provided on such properties.
8. **CARE AND USE OF APPLIANCES** – Each apartment unit is equipped with certain appliances (stoves, refrigerator, etc). It is the responsibility of each resident to clean these appliances. Failure to do so could result in damage/cleaning charges from management.
9. **STOLEN PROPERTY** – The management is not responsible for stolen property of any kind.

- 10. ***STREETS AND PARKING AREAS*** – Speed limits will be strictly enforced. Each apartment unit will have sufficient parking spaces. Visitors must park in designated areas. Residents are asked to observe the requirements of the handicapped parking spaces. Violators will be towed and will be subject to towing fees and any fines. Any vehicle that is not properly insured, licensed, or operable or that is abandoned on the property will be towed at the owner’s expense.
- 11. ***CHILDREN*** – Each parent is specifically responsible for the behavior of their children. This includes the responsibility for any damages caused by the children.
- 12. ***ILLEGAL ACTIVITIES*** – Illegal activities by any resident or their guest is not permitted in the apartment community. In accordance with your lease agreement, as it refers to drug free housing, any such illegal activity will be grounds for immediate termination of your lease agreement or immediate legal action.
- 13. ***PRIVILEGE TO ENTER*** – Management reserves the authority and right to enter your apartment for the purpose of making periodic inspections, repairs, or replacements, to accompany the exterminator and in the event of any emergency.
- 14. ***MISCELLANEOUS*** - Waterbeds are not permitted in upstairs units. With management approval, waterbeds are allowed in downstairs units. Insurance must be obtained on the waterbed to protect the apartment unit, and proof of insurance will be required.

Gas or charcoal grills cannot be used on patios, decks, or balconies. Grills can only be used in designated common areas. Charcoal lighter fluid cannot be stored in the storage area or other closets.

Kerosene heaters are not permitted in any apartment unit.

By signing below, I certify that I have read and understand the Rules and Regulations.

\_\_\_\_\_  
Resident

\_\_\_\_\_  
Property Manager

\_\_\_\_\_  
Co-Resident

AVERY LAKE APARTMENTS  
Property

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date