

Jabco Realty Management

Rules & Regulations

Landlord: Jabco Realty Management

Tenant(s):

Leased premises:

The Rules & Regulations below are part of the lease agreement between Landlord & Tenant. As stated in the Lease Agreement, violation or breach of any of the Rules & Regulations is a breach of the terms and conditions of the Lease Agreement and the non breaching party shall be entitled to exercise any or all of the remedies provided in the Lease Agreement.

1. Residents will maintain a minimum temperature of 55 degrees Fahrenheit in all heated rooms of the unit. Also upon leaving the premises for an extended period of time, Resident shall provide for daily inspections of the unit during cold periods. This inspection will include checking the heating system to insure that proper heat levels are being maintained. Tenant is prohibited from using any heating device not supplied by Landlord.
2. Resident agrees that they will not use tobacco products within the interior of the leased premises. Resident also agrees not to allow guests to use tobacco products within the interior of the leased premises.
3. Tenant shall not place, or permit to be placed or store items on any window sills, ledges, or balconies and shall not hang items (i.e. laundry) from the balconies, windows or common areas.
4. No waterbed shall be permitted within the leased premises.
5. Tenant will not make alterations or additions to the structure, equipment or fixtures of premises, nor do any redecorating or repainting without written consent of the landlord.
6. Tenant will inspect the smoke detector(s) monthly and is responsible for the malfunction of smoke detectors whether as a result of weak, defective, or inoperable batteries or otherwise. Should tenant fail to keep a charged battery in the smoke detector or permit the smoke detector to be damaged in any way, or removed Tenant will be charged \$50.00 plus the cost of the replacement smoke detector. Tenant may not remove the smoke detectors for any reason. Tenant acknowledges any fines from Borough Code officials pertaining to the smoke detector(s) will be the responsibility of the tenant. Landlord will authorize (if necessary) the Borough Code Official to fine the tenant directly.
7. The fire extinguisher will be charged when resident moves in and must remain charged during tenancy and upon vacating. If for some reason the fire extinguisher is discharged, tenant must make arrangements to recharge it. The cost of recharging or the replacement of the extinguisher will be billed to all resident. All fires, however minor, must be reported immediately.
8. Tenant shall report any water leaks to Landlord immediately (i.e. running toilets, dripping faucets). If tenant fails to report a leak, tenant will be responsible for billings for excessive water usage.
9. Tenant shall not go upon the roof of the building within which the leased premises is located and shall not enter any area clearly designated as being closed to Tenants and others.
10. No radio or television devices such as antennas and satellite dishes shall be installed upon the leased premises or in the common areas around the leased premises without prior written approval.
11. Tenant shall provide appropriate nonflammable containers for trash and rubbish. Tenant shall also keep the leased premises and the common areas free from litter and rubbish and shall deposit all trash and rubbish from the leased premises into the designated areas. Tenant agrees to adhere to all rules and regulations regarding trash removal in the borough or township in which the tenant resides. For a complete list of the rules and regulations tenant should contact the municipality in which controls the refuse ordinance in their area. Tenant will be responsible for any extra charges for special collections that would not be included in their regular trash service.

12. Tenant shall become familiar with and observe all posted security regulations and fire escape/exits or evacuation routes. Questions concerning security and fire procedures should be directed to Landlord (or Landlords designated representative) without delay.
13. Rent is due the first day of each month. If not paid by the fifth, late charges will accrue, RETROACTIVE TO THE FIRST DAY of the month and will continue to accrue each day until the full rent is received. If your lease is joint & several, rent must be paid with one check only equal to the full amount of your rent. Any payments received will be applied first to any outstanding balances from prior months.
14. Residents will be charged the following for below mentioned items:
 - a. Check returned from the bank \$50.00
 - b. Lockout fee \$75.00
 - c. Late Rent \$5.00/day
 - d. Tampering with fire alarms \$500.00 + criminal charges.
 - e. Illegal Pets \$25.00/day
 - f. Lost Key \$25.00
 - g. New lock \$75.00
 Residents will also be charged for anything broken or damaged, which did not occur as a result of normal wear & tear.
15. At no time are motor vehicles of any kind allowed on the grass, porches, or sidewalks at any property. All vehicles in the parking area must be currently licensed and inspected, all vehicles that are not will be towed at owner's expense. No repairing or washing of vehicles is permitted at the premises.
16. Owner shall furnish all light bulbs for rental unit at move-in and thereafter tenant shall replace any burnt out bulbs throughout the lease term – this also includes fluorescent bulbs. No string lighting is permitted to be hung either inside or outside the unit.
17. No materials (ie. sheets) may be hung from the sprinkler heads (where applicable) or from the ceilings of any unit.
18. Any trash left on the grounds, porches or balconies will be removed and the tenant will be charged at a rate of \$20.00 per bag + \$25.00 per hour for labor.
19. Absolutely no additional locks or hasps of any kind may be used or installed. If you wish to have a deadbolt install, Landlord will arrange for it, with a charge to the tenant which includes labor, installation, materials, keys, etc. Hasps are a safety hazard and will be removed immediately and tenant will be billed accordingly.
20. If leased premises are not clean when you take possession, please call landlord immediately and the unit will be cleaned. Do not clean the unit yourself. We will not reimburse you for the cleaning and you will still be responsible for cleaning your unit upon termination of your lease.
21. Resident agrees to the following move-out procedures.
 - a. Provide a forwarding address in writing for all residents on the lease.
 - b. Return all keys to landlord. DO NOT leave keys in the unit. Any keys not turned in will be charged to the tenant at a rate of \$25.00/key plus the cost of a new lock.
 - c. Carpets must be professionally cleaned and a receipt must be submitted to landlord when keys are turned in. If you do not provide a receipt, or if carpets remain soiled after professional cleaning, Landlord will have the carpets re-cleaned and this charge will be billed to the tenant.
 - d. Only one check will be sent made payable to all tenants on lease.
 - e. An administrative charge equal to 15% of all security deposit CHARGES will be made upon returning the security deposit.
 - f. All damages above normal wear and tear will be charged to security deposit.
 - g. A \$75.00 overstay fee will be charged for every day a unit is occupied after the lease ending date.
 - h. Notify Telephone Company of your departure and have final meter readings done on electric, gas and oil (if applicable). If meter readings and final bills are not paid, you will be charged all utility costs plus an additional \$50.00 on your final security deposit statement.
 - i. All utility bills must remain in resident name, including electric bills, from the lease start date until your exact lease expiration date. At no time during the lease term should any utilities be disconnected or put into another name at any time before lease expiration. If utility service is terminated prior to your lease

expiration you will be charged for the utility service plus an additional \$50.00 on your final statement of security deposit.

22. Tenant will be responsible for the actions of his/her invitees and guests.
23. Tenant shall observe quiet hours between the hours of 10:00pm and 8:00am.
24. Toilets and/or other water apparatus shall not be used for any other use than that they are intended, nor shall sanitary napkins, disposable diapers, nor any improper articles be placed into the same. If a plumbing clog occurs, at the fault of the tenant, tenant will be billed accordingly.
25. Keys will only be loaned during business hours and must be returned within 24 hours. A \$50.00 levy will be charged to a resident who fails to return borrowed keys within 24 hours.
26. As stated in your lease, you may not sublet or assign your unit without landlord's written approval. Sublet fees are \$100.00. Tenant may break the lease with prior approval and agrees to pay a fee equal to 1 month's rent. Tenant will be responsible to find an approved replacement tenant prior to breaking lease. Break lease fee must be paid prior to new tenant signing lease. Tenant may not use security deposit to pay fee.
27. If tenant desires to break lease tenant will pay a fee equal to 1 month's rent and will be responsible to secure a replacement tenant. Break lease fees must be paid prior to tenant being relieved of remaining lease responsibility. Tenant may not use security deposit to pay break lease fee.
28. Pets are not permitted (not even on a temporary basis). If pets are kept in a unit without permission, it is a violation of the terms and conditions of your lease, and you will be charged \$25.00/Day.
29. No aquariums over 25 gallons are allowed in any unit.
30. Tenant agrees that if washer/dryer hooks are present in the unit the installation of a privately owned washer or dryer must be installed in accordance to code. It is the tenant's responsibility to have the appliances correctly installed.
31. Occupancy shall be limited to the persons named on the lease agreement. Local ordinances provide for over occupancy, which constitutes a zoning violation, and may be subject to fines and/or criminal punishment. Tenants are specifically advised of the existence of this Ordinance and should any violation occur or be alleged to have occurred, tenant agrees to pay all fines, court costs, and attorney's fees associated with such violations whether a conviction results or not.
32. To accept as binding, any notice which in the judgement of landlord, may be necessary for the safety, care and/or cleanliness of the leased premises for the preservation of good order therein; such notice when communicated in writing to tenant shall form part of this lease.
33. Tenant is financially responsible for all fires and damages caused by negligence of the tenant or his guests. It is strongly recommended that tenant acquire renters insurance.
34. Landlord or agent shall not be liable for loss of or damage to property of tenant caused by moths, termites, or other vermin, or by rain, snow or water, or steam that may leak into or flow from any part of premises through any defects in the roof, plumbing or other sources.
35. Indoor furniture (i.e.: upholstered/stuffed furniture, etc.) is not permitted on porches, balconies or any portion of the exterior of the rental unit.

Date

Landlord

Date