

# STANDARD RULES AND REGULATIONS

## ADDENDUM #2

1. All residents are responsible for their own conduct, that of the other Residents in the unit and their guests. Noisy conduct that disturbs the quiet enjoyment of any other Resident will not be permitted at any time. Between 10:00 p.m. and 8:00 a.m. no noise may be emitted from the unit that can be heard outside the unit. This includes stereos, radios, televisions, musical instruments, vacuuming, etc. Disorderly conduct by a Resident, or by his guest, is not acceptable.
2. All residents shall secure doors upon entry. Residents shall not permit access to persons who do not have a specific right or purpose on the premises. All residents have access keys or cards. Residents shall report all suspicious persons and unusual incidents to management immediately.
3. No animals are permitted on the premises, without prior approval of management. No Dogs are allowed with the exception of aid dogs
4. Persons other than those specifically listed on the Rental Agreement shall be strictly prohibited from staying in the rental unit for more than 14 consecutive days, or a total of thirty days in any twelve month period. For purposes of this section, "staying in the rental unit" means presence on the premises for a substantial amount of time, whether during the day or overnight, and shall include, but not be limited to, long-term or regular house guests, live-in babysitters, visiting relatives, etc. Resident shall notify the Landlord in writing at the earlier of: any time the Resident expects any guest to be staying in excess of the time limits contained in this paragraph; or when such person in fact stays in excess of such time limits. Subsidized residents shall be required to submit a report to the Landlord identifying any persons not identified on the Rental Agreement and staying in the rental unit for more than 14 consecutive days, or thirty non-consecutive days in any twelve month period, and shall state whether such person is contributing to the income of the resident and to what extent.
5. Residents shall not install any additional unit door locks without written permission from Management. Residents authorized to install additional locks shall provide a key to Management for emergency access. There will be a \$20.00 fee to any Resident requesting lockout assistance more than two times in a six month period.
6. All Residents are jointly and severally responsible for any damage caused to the living unit or common area by the Resident, and Resident of the same unit, or their guests. Residents shall notify management of any complaints or work/repair requests in writing \_\_\_\_\_ (Resident Initials). Costs of repairs for damage must be paid within 30 days after receiving a bill unless other arrangements have been made, in writing, with management.
7. Residents shall not dispose of rubbish, rags, sweepings, or cooking grease in any disposal, toilet, bathtub, basin, or sink. All leaky faucets, toilets, windows, or any other defects in the apartment must be reported promptly to the manager, in writing.
8. The laundry facilities are provided for Resident use only. Residents shall remove all items from the machines immediately to allow other residents to use the facility.

Management shall not be responsible for removal of or damage to items laundered. Coin refunds are not the responsibility of management.

9. All payments made by Resident to Landlord after the tenancy commences, no matter how designated by Resident, will be applied as follows: first, to any outstanding amounts due Landlord for damages/repairs, utilities, unpaid portion of any tenant deposits, etc.; second, to any outstanding late charges and/or NSF charges from prior months; third, to any rent outstanding from prior months; and lastly, to the current month's rent.
10. Checks returned due to non-sufficient funds will be assessed an NSF charge equal to the greater of \$25.00 or the amount designated on the Rental Agreement, and are to be replaced with cash or money order. The NSF fee will be in addition to the late fee, which will be charged if the NSF check is not replaced by the 5<sup>th</sup> day of the month. If Resident has more than one NSF check in any 12 month period, all future rent payments will be by cash or money order.
11. If the tenancy is on a month to month basis, Residents may not terminate his/her tenancy without (30) thirty days' prior written notice as provided by law. Thirty-day notice forms must be signed, and will not be honored unless filled out properly. These forms are available from your Resident Manager. In the event of failure to give proper notice, the Resident shall be liable for another thirty (30) days' rent, or until such time as the apartment is rented. If the tenancy is for a set term, Residents must give Landlord notice of intent to vacate at least 30 days, or such longer period as is designated in the Rental Agreement, prior to the end of the term of the tenancy will, at the option of the Landlord, convert to a month to month tenancy automatically. A fee of \$150 will be charged if you rescind your 30 day.
12. Resident acknowledges and the manager certifies that the unit is equipped with a smoke detector as required by ORS Chapter 479 and that the smoke detector has been tested and is operable at this time. It is Resident's responsibility to test the smoke detector at least every six (6) months, replace dead batteries as required, and notify Landlord in writing of an operating deficiencies. Resident shall not remove or tamper with a functioning smoke detector, including removing working batteries.
13. Your security deposit will be used to offset any damage, unusual wear and tear or unpaid accounts (including rent) at the time of move-out. Any excess, if any, will be refunded at the time required by state law. Any deficiency will be due from you at the time the accounting is sent to you. Any amounts not paid by you within 30 days of the due date will incur interest at 1% per month. If any overdue accounts are turned over to a collection agency, the resident will be responsible for all collection agency fees and charges
14. Resident shall not allow the unit to be occupied by any other person without the written permission of the Landlord, nor shall the Resident sublease the unit to any other person.
15. All notices required under the Rental Agreement or State Law shall be in writing and will be served personally or by first class mail. A notice of non-payment of rent, a 24 hour notice of termination, a 30 day notice of termination or a notice of entry shall be deemed served on the day and at the time it is both mailed by first class mail to the Resident at the premises and attached in a secure manner to the main entrance of that portion of the premises of which the resident has possession.
16. No babysitting or other commercial business will be permitted on site.

17. The tenant will be required to recertify at least once each calendar year or by other conditions required by Federal Assistance Program. Upon receipt of notification of pending recertification, you will have 10 days to contact manager to begin the process.
18. Your belongings are not insured by the landlord for fire, theft or other casualty. **YOU ARE STRONGLY ADVISED TO HAVE RENTERS INSURANCE ON YOUR BELONGINGS.**
19. The tenant shall notify the manager if the tenant intends to be absent from the unit for more than seven (7) days. If the tenant does not personally reside in the unit for a period exceeding 45 consecutive days, for any reason other than health or emergency, management shall raise rent to the current market rate for the period of absence exceeding 45 days. If the absence continues beyond 45 days, the Landlord may take appropriate steps to terminate the tenancy.
20. Unit transfers shall only be considered for medical reasons, change of family size or change of family composition. Requests for unit transfers must be submitted to management in writing. Written medical verification will be required in the event a transfer for medical reasons is sought.
21. Occupancy shall be limited to 2 persons per bedroom
22. The Resident must maintain his/her apartment and keep the entry ways, pool, Courtyard, and laundry facility clean. The only permissible items on patios and decks  
Are plants, bicycles, patio type furniture and barbecues. No clothes lines are to be Hung on the patio, or any other area.
23. Residents are to barbecue only in open areas. Barbecuing on porches or balconies With an overhang is NOT permissible.
24. Garbage is to be placed inside the dumpster only. Do not leave garbage on the side or Behind the dumpster. Large items are not to be placed on or near the dumpster. Large items that are left beside the dumpster will be disposed of and a fee will be Charged to the Resident. The fee will depend on the item left.

---

Tenant

---

Tenant

---

Tenant