

House Rules – Holstein Properties – May 2022

Your apartment/home is your home and the building in the community you share with other Residents. These rules are not intended to be restrictive, but are designed to help create a better, more pleasant and safer place to live. A friendly, cooperative spirit will be to the benefit of all, and management solicits your help in these goals. House, pet, trash and laundry rules may need to be changed at times. A 30 day notice will be provided in the event of such a change.

1. Rent is payable in advance on or before the 1st of each month. There will be a late fee if rent is not paid by the 4th. The late fee is 50.00 if paid by the 9TH. If paid the 10TH, or thereafter, the late fees increase to \$100.00. If not paid by the 10TH, it is up to Management to either file an eviction (estimated legal fees are \$895.00) or provide an agreement extension in writing between the Management and Resident. A 4-day grace period has been extended to you as a courtesy, and it is to be used for emergencies only. (You must notify the manager on the 2nd of the month and give reason, if your rent will be late.) Rent can be paid Electronically via Zego/Paylease via: www.TheHolsteinGroup.com which processes immediately and provides mutual verification of payment. If you prefer to pay by Money Order, you can contact your onsite manager or Luciano 310.863.6319 for instructions. If you are paying by Check, that is ok. However, please read section 2 herein. There are NO Charges to pay electronically – when using ACH. Credit Cards are accepted; however, processing fees are paid by the resident. No Checks shall be sent via US Mail.

2. It is required that checks returned to our office for any reason will be replaced with a money order or cashier's check. After we have received one bad check, you will have to pay by money order or cashier's check thereafter. Checks may be re-deposited at Management sole discretion. All returned checks are subject to a \$100.00 Returned Check Charge and Late Fee.

3. Management is not responsible for damage or theft of personal property, including but not limited to: jewelry, money, clothing or other items in premises, including storage area, carports, laundry rooms and garages. Residents are strongly encouraged to obtain Renters' Insurance.

4. The specific person(s) authorized to occupy an apartment on these premises are listed on the Rental Agreement. Additional or substitute occupants are prohibited without written permission from Management. House Guests must be fully registered with Management and may remain only for the time period approved in advance by Management in excess of seven (7) consecutive nights.

5. No unnecessary noise, loud talking or boisterous conduct is allowed at any time. All musical instruments, television sets, stereos, radios, etc. are to be played at a moderate volume so they do not disturb your neighbors. Special consideration must be taken prior to 8AM. and after 10PM.

6. No alteration, painting or wallpaper may be done without the written permission of Management. No nails, tacks or screws shall be driven into walls, woodwork, quartz countertops, tile, ceiling or floors without written permission from Management.

7. Window covering, walls and appliances must be given good care and be free of damages. Residents shall be responsible and will be required to pay for all damage to the unit beyond ordinary wear and tear.

8. Trash cans, bottles, brooms, mops, etc. are to be kept inside your apartment and out of view. No towels, rugs, clothing, etc. are to be hung on exterior of building, balconies, walkways or railings.

9. State law prohibits use or storage of gasoline, cleaning solvent or other combustibles in an apartment or garage.

10. No trash or other material that creates a hazard or violation of any health, fire or safety ordinance or regulation may be accumulated or stored on site. The apartment must be kept clean and in sanitary condition and free from objectionable odor.

11. No personal belongings, including but not limited to bicycles, play equipment, toys, garbage cans or any other items may be placed in stairways, balconies or anywhere about the building, except in storage area where allowed.

12. As per the law, in the event of emergency or exigent circumstances, Management reserves the right to enter the premises during Resident's absence without prior permission.

13. No pets, including fish tanks over 20 gallons, are allowed, unless you have previously approved written permission from Management.

14. Television antennas of any kind, including satellite dishes, may not be placed on the roof without the written permission of Management. Residents are to request of installers that the cabling is run in the most unassuming fashion so not to clutter up the exterior of the building.

15. No roller-skating, bicycle riding, skateboarding or ball playing of any kind is permitted on the driveway, walkway, steps, sidewalks, grass, flowerbeds or parking area.

16. All complaints should be in writing and signed by the Resident.

17. Management should be contacted by telephone (310-863-6319 - Luciano). If your issues persist or go unattended for 24 hour or more, or there is an emergency, contact : David 310.345.9994 or David@TheHolsteinGroup.com. The manager should not be

disturbed other than normal working hours except in the case of an emergency. Access to apartments because of forgotten or lost keys is not part of the manager's duty.

18. No screen doors, security doors, security bars, etc. are to be installed without the written permission of the Management.

19. Door locks are not to be changed without the written permission of Management. Management must have a key to your unit/mailbox at all times.

20. CLOTHES CARE CENTER

a) Laundry facilities are to only be used during the hours of 8AM and 10PM.

b) Throwing anything on the floor, defacing walls or any other abuse of the laundry facilities is strictly prohibited.

c) If you spill something, please wipe or sweep it up immediately.

d) Please do not overload machines.

e) Please measure your soap. Too much will cause the machines to malfunction.

f) No clothes dye use.

g) Machines are to be wiped down after use.

h) Lint traps are to be cleaned, and the lint put in the wastebasket provided.

i) Please remove clothes from the washers and dryers immediately after the cycle is finished, so that others may use the machines. It is the Resident's responsibility to keep track of the time.

j) Laundry facilities are to for resident use only.

k) Please dispose of your detergent containers properly.

21. Any resident using the premises for illegal activity will constitute a Breach of our Rental Agreement and subject to eviction.

22. Residents are responsible for the cost of repairs to plumbing, plumbing fixtures and appliances should damage be caused from negligence or misuse. Foreign items causing stoppage of waste, jamming of mechanisms is considered improper use and repair costs will be paid by Resident. PLEASE DO NOT PLACE WIPES OR FEMININE NAPKINS DOWN THE TOILETS/DRAINS.

23. Damage to the apartment and or building and its equipment above and beyond ordinary wear and tear shall be paid for by the Resident.

24. No smoking in building, garages or common areas.

25. Please refrain from screwing any hardware into exterior stucco, doors or door frames.

26. Please do not park in driveway or blocking garages.

27. Please do not plant in common area landscape or put potted plants in the common area.

28. Please do not place storage in bins in garages that are not assigned to you.

29. Please keep lids completely closed on trash cans/dumpster to prevent rodent infestations. Crush all cardboard boxes to allow for maximum use of trash receptacles.

30. Please do not put up any shades on balconies or porches.

31) Please contact us by phone 310.863.6319 and/or www.TheHolsteinGroup.com or if your maintenance issue is not attended to within 48 hrs, via Email: David@TheHolsteinGroup.com email or call 310.345.9994 for maintenance issue. Maintenance requests need to include property address, unit, resident's name, cell phone and email, date requested, best hours to contact you, and a description of the repair or maintenance needed. Routine maintenance will be handled Monday thru Friday during normal business hours. We will make every effort to complete repair within 48 Hours. Your request will allow Management to enter your unit to complete the requested repair without further notice during normal business hours. Should you wish to be home for this repair, please notify Management.

32) Please contact us by phone and email if you are having an issue with another Resident.

33) If there is a fire or major emergency, please call 911. Emergency repairs need to be addressed to Management. If unable to reach Management within a reasonable time, you will be given a list of approved suppliers to call. Some will have a credit card on file. If that is not the case, kindly pay and provide Management with the invoice for reimbursement.

34. Residents are responsible for the conduct of their guest(s) and the adherence to the house rules and rental agreement at all times.

35. Disorderly conduct, objectionable language or other disturbances by occupant or guest(s) shall be considered just cause for eviction.

36. Alcoholic beverages are not permitted outside of the unit/home.

37. No Air fryer or Instant Pot use on quartz or butcher block counters.

38. No cutting with knives directly on quartz or butcher block counters.

39. Garages are for parking of vehicles only. Storage is limited to provided storage bins. Please keep your bins secured since the landlord is not responsible for loss, thief or damage of personal belongings.

40. On move out, all units are to be free of trash, furniture and personal belongings. Discarded items are to be hauled away at tenant expense and are not to be placed in other tenants trash cans or community dumpster/recycle.

41. Units at move out need to be clean and free of damage. The move in inspection form and pictures will be used as a record considering normal wear and tear.

42. All keys to door locks, deadbolts, mailbox, emergency garage door release and garage opener remotes will need to be returned in numbers received on move in inspection forms or addendums.

43. Smoke Detectors and Carbon Monoxide Detectors: By signing this agreement, you are acknowledging that your apartment came with a Smoke/Carbon Monoxide Detector as required by law. Tenant shall notify and NOT remove these Detectors under any circumstances. Upon move out, if your Detector is missing, you will be assessed a \$100 Surcharge for replacement.

Tenant/Date

Tenant/Date

Tenant/Date

This agreement in its entirety shall be construed as an addendum to the lease agreement.