

STANDARD RULES AND REGULATIONS
DOCUMENT "B"

These standard rules and regulations are incorporated into the Rental Agreement.

SATELLITE DISHES: No satellite dishes of any type are allowed outside of the buildings or apartments attached to decks or poles.

INSURANCE: Renter's Insurance is required. Minimum coverage under LESSEE'S renter's insurance policy must be no less than:
\$100,000 Limit of Liability for LESSEE'S legal liability for damage to the landlord's property
\$10,000 Limit of Comprehensive to cover the value of assets or personal property on the premises. Such insurance shall protect LESSEE from any loss or expense due to personal injury or property damage. Coverage includes, but is not limited to criminal acts, war, riot, fire, damage to or loss of personal property such as furniture, clothing, jewelry artwork, rugs, and automobiles.

LESSEE is required to furnish LESSOR with evidence of insurance prior to occupancy of leased premises. If at any time LESSEE does not have such insurance, LESSOR shall have the right, to purchase replacement coverage and to charge LESSEE a fee to cover the expense for such insurance.

LESSEE may obtain Required Insurance from an insurance agent or insurance company of LESSEE'S choice. In this case, LESSEE needs to provide LESSOR with a declaration page of such insurance with LESSOR listed as "interested party." If LESSEE does not maintain Required Insurance, the LESSOR may schedule the LESSEE'S unit for coverage under the Master Policy. Some important points of this coverage, which the LESSEE should understand are:

1. LESSOR is the Named Insured under the Master Policy. LESSEE is an Additional Insured under the tenant liability component of the Master Policy for liability arising from on-premises Bodily Injury and Property Damage up to the Limits of Liability appearing above.
2. Master Policy coverage is not personal liability insurance or renter's insurance. LESSOR makes no warranty or representation that Master Policy covers the LESSEE'S personal property or additional living expenses. Although coverage is like personal liability insurance, the Master Policy may not protect LESSEE as if LESSEE had purchased from an agent or insurance company of their choice. Certain restrictions may apply.
3. Coverage only applies to liability arising on the residence premises. LESSEE is not insured away from the residence premises.
4. Coverage under the Master Policy may be more expensive than the cost of Required Insurance available to the LESSEE. At any time, LESSEE may contact an agent of their choice for personal liability or renter's insurance options to satisfy the Required Insurance under the Lease Agreement.
5. Licensed insurance agents may receive a commission on the Master Policy.
6. The fee to cover the expense of the coverage shall be 35.00 per month

Subject to the terms of the policy, Master Policy will extend legal defense to LESSEE in the event of actual or alleged liability for bodily injury or property damage not otherwise excluded by the Master Policy. Master Policy is designed to fulfill the insurance requirement of the Lease Agreement.

If LESSEE has been covered under the Master Policy, LESSEE may purchase required Insurance from an Insurance agent or Insurance company at any time to have coverage under the Master Policy terminated.

SMOKING & FLAMMABLES: Aside from the proven health concerns, cigarette smoking is highly damaging to all surfaces (particularly painted surfaces), carpets and window treatments. For this reason, smoking within the Premises and the building in which they are located, is strictly prohibited. Any damage caused by smoking resulting in yellowing, residue, odor or any other smoke related damage is not considered normal wear and tear, and repair damages will be charged accordingly. Smoking is not permitted anywhere that causes complaints by neighbors. Open flames, halogen lights, exposed element space heaters, or any other high temperature devices, are prohibited within the Premises and the building in which they are located. The use or storage of gasoline, cleaning solvents or other combustibles in the Premises or the building in which they are located is prohibited. Damage from any of these items are not considered normal wear and tear.

REPORT CHANGES: Any change in your personal or work phone numbers, email address, or vehicle should be reported to your on-site manager immediately.

PETS: NO PETS ALLOWED WITHOUT PRIOR CONSENT OF LESSOR. No pets are allowed without written consent from LESSOR. Violation of this rule may result in eviction from the Premises and will incur pet fees as per the Pet Agreement.

NOISE COMPLAINTS: Noise complaints are the most common issue among residents. Please be aware that some level of noise is normal when living in an apartment building. You will at times hear your neighbors. However, creating unreasonable levels of noise, that unduly disturbs your neighbors, is not allowed. The level of acceptable noise is lower during quiet hours compared to daytime hours. You are responsible for all noise disturbances created by you and/or your guests. This includes noise in the parking area and other shared spaces on the property. If you are disturbed by noise, please either contact management with details regarding the disturbance, or if you feel comfortable, feel free to contact the parties making the noise to politely inform them of their invasion of your right to peace and quietness. If the problem is severe, you should call the police and report the disturbance. Please follow-up with management so we are aware of the police call and noise complaint. Any reasonable complaints reported to management will be followed up on by management with the offending party. LESSOR will provide at least two warnings regarding noise complaints to the offending resident before pursuing legal action with a 5 day notice to vacate and potential eviction.

PARKING SPACES AND GARAGES: Dedicated garage space, parking spaces directly behind dedicated garages, and numbered/assigned parking spaces are to be used for LESSEE'S vehicles and guests/visitors of LESSEE. LESSEE may not park anywhere on the property other than their dedicated parking spaces or spaces dedicated to community amenities while utilizing that amenity. All guests and visitors of LESSEE are to first park in available dedicated spaces for LESSEE. If those are not available, they may park in the stalls marked for visitors or on the street as allowed by the municipality. Violators will be ticketed and towed at their expense or at your expense if you are responsible for the guest or visitor. Unused/unregistered vehicles and vehicles with flat tires, or in any state of despair, are to be fixed or removed IMMEDIATELY, or they will be towed away by LESSOR at your expense. Cars with oil leaks cannot be parked on the property. If you need additional parking, see your on-site manager to find out if additional spaces are available.

SNOW REMOVAL: All vehicles must be moved after a snow fall to allow for snow removal. If you do not move a vehicle in time, then you will be responsible to remove any snow surrounding the vehicle that is not able to be removed by the snow plowing vendor.

WATERBEDS/AQUARIUMS: Waterbeds, aquariums, or any other water filled furniture are not allowed.

EXCESS MOISTURE AND MOLD: It is your responsibility to properly ventilate the Premises to prevent excess moisture and the growth of mold. You are responsible for all mold damage caused during your tenancy. Fans in bathrooms must be run during showers and for approximately fifteen (15) minutes after each shower or until moisture is gone.

AUTOS/TRUCKS/TRAILERS: Motorcycles are not permitted to park on the asphalt. No utility trailers, recreational trailers, boats / boat trailers parked outside overnight.

PRIVATE ENTRANCES: It is your responsibility to shovel the area within 1 foot of your door and garage door to the common sidewalk or driveway (whichever case exits).

BUSINESSES: You may not operate any business for profit or non-profit from the Premises without written consent of LESSOR. Examples would be daycare, auto repair, etc.

QUIET HOURS: Quiet hours are between 10:00 pm and 7:00 am. No loud or unnecessary noise is permitted during these hours. Due to noises transmitted through pipes and structure, hours of operation for washers and dishwashers are 7:00a.m. to 10:00p.m only.

MAINTENANCE: 920-338-9820. This is our office phone number and should be used for all phone communication for LESSOR. LESSOR is responsible for all costs incurred for normal maintenance. We are not responsible for repairs caused by negligence or abuse of you or your guests. These repairs will be done at your cost. The emergency maintenance phone number is 920-819-4131. This number should only be called if your concern is deemed an emergency. We will respond during business hours if it is not an emergency.

CARPET STAINS: Stains are not considered normal wear and tear. Spills should be attended to IMMEDIATELY with a wipe up cloth and spot carpet cleaner application according to the instructions of the manufacturer of the carpet cleaner.

BALCONIES AND PATIOS: Please keep your balconies and patios clean. No motorcycles or garbage containers are allowed. Do not hang or suspend any ropes, laundry, etc., from your patio or balcony or patio ceiling. LESSOR has the right to decide if something is not appropriate. In this case, you will be asked to correct the problem immediately. Bird feeders, plants, and anything else that can drip water or drop debris onto the yard or patio below are not allowed. No charcoal or gas grills can be used on balconies per local codes. Electric grills, which do not produce flame, are allowable on balconies and patios. Charcoal and gas grills may be allowable at your property; please check with your property's leasing agent to determine what is allowed at your property.

LEASE: LESSOR requires that all residents eighteen (18) or older be under signed leases.

GARBAGE & RECYCLING: Please use the receptacles provided at the property. Do not block the area with any vehicles, etc. Refuse should not be stored for any length of time in any location outside of the Premises. Large and bulky items that do not fit in the receptacles need to be disposed of offsite. Do not leave any refuse in or near the collection areas that do not fit in the receptacles. All cardboard boxes must be broken down before being put in the recycling receptacle.

BIKES, TOYS, ETC.: Bicycles and other children's riding toys are not permitted on the driveways and sidewalks for safety reasons. All toys should be stored in your apartment or garage for the evening. You are responsible for any damage these toys cause to property or other people.

LANDSCAPED AREAS, GRASSY AREAS: PLEASE do not drive vehicles or trailers of any kind on grass when moving in or out.

LAKE/STORM WATER PONDS: Under no circumstances are you or your invitees allowed to enter the lake/ponds or walk on any ice that has formed on the surface. It is a potential safety hazard.

JOINT AND SEVERAL LIABILITY: If more than one person signs below, the liability of each of you under these Standard Rules and Regulations shall be joint and several.

CARPET DIVOTS: Furniture sliders/coasters are required to prevent carpet divots. Divots are not normal wear and tear and LESSEE shall be responsible for the cost of removing them.

PERMITTED VEHICLES: The maximum number of permitted vehicles shall be equal to the number of dedicated garage and/or parking spaces for the Premises. If LESSEE uses their dedicated garage/parking spaces for anything other than parking a vehicle, the number of permitted vehicles shall be reduced by the number of spaces being used for anything other than parking a vehicle. Changes to vehicles and/or license plate numbers is required immediately upon the new vehicle entering the Property.

AGREEMENT: You agree that you have read and understand the foregoing rules and regulations and will abide by them. Rules may be added, modified, or removed with 14 days' notice. This includes adjustments to reasons for, and amounts of, fines for any violations under this Lease.