

Rules & Regulations

1. For your protection, we suggest you keep your property door locked at all times. It is a good idea to keep your car secured at all times as well.
2. If you are locked out of your unit, contact the manager for assistance. If it is after hours, leave message or contact the locksmith. You may have extra keys made at the local key shop if necessary.
3. Walkways must be kept clear at all times. Avoid keeping clutter outside around your door. If you have a charcoal grill, keep it inside storage area or in some other inconspicuous area, not in property. **Insurance regulations prohibit the use of charcoal/gas grills on interior balconies, decks or porches. All grills must be used away from the buildings.**
4. No resident shall do or permit anything to be done in the property which will in any way increase the fire or liability insurance rate on the building or on property kept therein. Smoke Alarms are to be kept in operating condition. Any actions in violation of property insurance policies are prohibited.
5. As outlined in your lease, excessive noise which disturbs your neighbors is prohibited. This rule applies to all parties or other social functions. Keep stereos (includes car stereo) and other audio equipment at a level which does not disturb others.
6. Laundry machines & dishwashers are not to be run between 11:00 pm and 5:30 am.
7. Occupancy is limited to those named in your Lease Agreement.
8. **NO PETS ALLOWED.**
9. For the safety of yourself and others, please use caution and observe a reasonable speed when driving through the parking lot.
10. Park in designated parking spaces only. No parking cars or other vehicles in driveways or on the lawn.
11. Non-operable vehicles are not permitted on the property. Vehicle maintenance is not permitted in the parking lot or driveways.
12. No boats, trailers or campers may be parked on the premises at any time, without written permission of the Manager. Management reserves the right to control the manner of resident parking and the types of vehicles brought on to the complex.
13. Motorcycles, mini-bikes and scooters are to be kept in parking spaces only. Bicycles may be parked neatly and chained under stairs or on porch or balcony.
14. For the benefit of the apartment community, help keep the grounds clean. Do not throw soda cans, cups, beer cans, or other trash in the parking lot or yard. All trash items must be disposed of properly.
15. All trash is to be secured in plastic bags and placed in the Dumpster immediately upon removal from the living quarters. No trash bags outside door or on property.
16. Remember that only waste and toilet paper is to be flushed down the toilet. Since plumbing stoppages or breakages can affect other apartments, please notify Manager immediately if such problems occur. If stoppage is found to be the fault of a resident, the resident will be billed for the service call. You may want to try a plunger first.
17. It is the responsibility of the residents to promptly report appliance malfunctions of fixture damage to the property manager so those repairs may be made. Failure to do so will be considered negligence on the part of the tenant.
18. Pest control spraying is the responsibility of the resident. Apartments may have pest control spraying done periodically. Please comply with all written requests to rearrange your belongings to facilitate the spraying.
19. Filters in Air Conditioners, Heating units, washing machines and dryers must be cleaned at least once a month. Smoke alarms must be checked at least monthly to make sure they are in operable condition.
20. Light bulb replacement is the responsibility of the resident.
21. Phones, cable and satellite may be installed only in the jacks provided in the apartment. No exterior antennas or wiring of any type are permitted without written notice from Manager. **Satellite dishes cannot be installed on building or roof. Written permission must be obtained to install satellite on property.**
22. Any alterations, additions, or improvements must have the advance written consent of the Manager. Once made, these shall become the property of the landlord.

23. Walls, ceilings, woodwork and doors may not be marred with large nails, tacks and screws or by any means of defacing.
24. All window coverings shall show a neutral color to the exterior.
25. Keep screens on windows.
26. Without exception, all rent payments are due on the 1st of each month. A late charge as described in your Lease Agreement will be assessed for each day rent is overdue.
27. No waterbeds without written consent of the Manager.
28. No trampolines, swimming pools or any other items that may increase liability without written permission of the Manager.
29. When weather is in the freezing temperatures, be sure to keep heat on in the property, keep water faucets dripping and make sure outside water hoses are disconnected from the faucets. This will keep the water pipes from freezing and busting. You could be liable for any damage resulting from frozen pipes if you do not comply.
30. If tenant is billed for a charge, it must be paid within thirty (30) days or it will also accrue late charges.

Conditions for Refund of Security Deposit

1. Lease must be complete and 30 day written notice to vacate must be given prior to move-out.
2. Keys returned as soon as apartment is vacated and a forwarding address given.
3. Utilities left on for 3 business days following vacating and returning of keys.
4. Property to be cleaned (refer to cleaning checklist as to all areas to be cleaned) and carpets cleaned by a professional carpet cleaning company.
5. No damage to property. If there is lots of nail holes that require painting, you will be charged with repainting of the unit.
6. If you smoke and cause damage to the unit (including walls and carpet) you will be charged with painting and deodorization of the unit.
7. There will be a \$25.00 inspection fee automatically held out of the deposit. Any cleaning and maintenance done will be held out and remaining deposit will be refunded.

Tenant agrees to abide by all rules and regulations

Tenant

Tenant

Date



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Russellville, AR 72801
479.964.2040