



Hastings Property Group, LLC
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7. Rules and Regulations

7.1 INFORMATION, PRACTICES , AND RULES

Welcome to your new apartment! To make your living here more comfortable we have outlined some of the information, practices and rules which are intended to maintain a pleasant living environment for all.

WE ARE PLEASED TO OFFER A SMOKE-FREE ENVIRONMENT

1. Above all else, please be considerate of your neighbors. Noise can be a problem whenever you have multiple families living under one roof. All audio equipment must be kept at a volume level so as not to be heard outside your apartment. All noise that is not considered normal living noise both in and outside of the apartment is prohibited.
2. It is imperative that residents follow the rent payment procedures; the rental period is from the first day of the month through the last day of the month. All rents are due on or before the first day of the month. For your own protection, do not send cash. The Landlord does accept Cash App for rent payments. If you must pay rent by check, please make your checks payable to the Landlord indicated on your rental agreement and mail or deliver check to the property manager at the address on your rental agreement. If your rent check is mailed, the post-marked date is the date of delivery to the Landlord or property manager. Rental payments made after the first day of the month are subject to a late fee of \$10.00 per day including the day that rent is paid, there are no grace periods. Checks returned for Non Sufficient Funds (NSF) or Stop Payment are subject to a \$40.00 fee. NOTE: If your check is returned for NSF or Stop Payment, you will be subject to late fees until you deliver a money order/ cashier's check / cash to the property manager. If your check is returned for NSF or Stop Payment twice during your tenancy, you will only be allowed to pay via Cash App, money order or cashier's check for the remainder of your tenancy.
3. Please keep windows closed when away from the apartment. Wisconsin weather is unpredictable and weather damage is the responsibility of the Tenant. Air conditioner covers should be secured and interior windows, storm windows and sliding glass doors are to be kept closed and locked once the heating season begins, for the duration of the cold weather months, and throughout the heating season.
4. All light bulbs in your apartment are to be replaced by the Tenant. Upon vacate, if any light bulbs are missing, not functional or not energy saving bulbs, Landlord will replace said bulbs and charge the Tenant for this expense.
5. Please do not attempt to flush any items down the toilet or wash any items down the sink drains that could cause them to be plugged. Grease, cloth, metal, wood, plastic or other such articles should never be poured into the sink or toilet. If it should be necessary to have a plumber service your toilet, sink, or tub/shower drains due to the Tenant's negligence or improper uses as described above, THE TENANT WILL BE RESPONSIBLE FOR PAYMENT OF PARTS, LABOR AND SERVICE CALL.
6. The laundry room is provided for your convenience. Please DO NOT wash/dry clothes in the laundry room or in your apartment before 7:00 am or after 10:00 pm. Please keep appliances clean and free

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7. When you vacate your apartment, it is your responsibility to turn it over to the property manager in the same clean condition it was found upon taking occupancy. If the apartment is not left in an acceptable condition (meaning cleaning required due to unusual damage caused by Tenant abuse or repairs due to Tenant damage), you will be charged for cleaning or repairs at the rate of \$35.00 per hour, for every hour of work necessary to restore your apartment to its original condition upon taking occupancy.

8. The storage areas are provided for your convenience however, we do not accept responsibility for lost or damaged items stored therein. State Law prohibits storing flammable liquids in the building. Further, no storage is allowed of any product that creates liability to the Landlord or is prohibited by federal, state or municipal laws.

9. Water beds are prohibited.

10. The operation of gas or charcoal grills on patios or decks is prohibited by the local Fire Department. The possibility of a grill igniting the exterior of the building or of fire being drafted into the attic are cited as safety reasons. Place operating grills in the areas designated by the property manager.

11. Use small picture-hanging nails in the walls to hold your pictures. Use of anything other than picture-hanging nails, such as tape, large spikes, nails, hooks, or command strips are prohibited and the Tenant will be responsible for damage caused by these items.

12. A sixty (60) day written notice to vacate is required and must be delivered to the property manager sixty (60) days PRIOR TO THE END OF THE RENTAL TERM.

13. If your unit has a fiberglass tub/shower module, DO NOT use any abrasives to clean it, as this will cause permanent damage to the finish for which the Tenant will be responsible. Spic and Span or other form of liquid cleaning products are excellent for removing dirt and soap scum from the modules.

14. Carpets must be vacuumed weekly. Clean carpets last longer and the carpet must be left in the same condition as when you moved into the apartment. DO NOT shampoo or steam clean the carpets. If you feel the carpets need cleaning, notify the property manager. DO NOT use Carpet Fresh or other powder carpet deodorizers on carpeting.

15. No pets are permitted in your apartment unit or on the premises. Pets include visiting pets as well as any and all animals including but not limited to, cats, dogs, reptiles, birds, rodents, and insects.

16. Bicycles are not allowed in the apartment units, hallways, sidewalks or patios/ decks. They may be parked in the garage, bike rack, storage area/locker or any other place designated by the Property Manager.

17. Automobile mechanical work or vehicles leaking oil, gas or other fluids are not allowed in the parking lot, garages or apartment unit. The grease, oil, gas, etc. causes irreparable damage to the blacktop and cement. You will be responsible for damages.

18. Vehicles, Parking & Garages

a. The parking lot and garages are provided to park vehicles that are currently being used and are not to be used for storage of vehicles, automobiles, campers, boats, mobile homes, or storage of other personal items.

b. If you have a vehicle that is not operable, in disrepair, not being used, not licensed, registration has expired; it may not be parked or stored on the premises.

c. Excessive noise from vehicles that are in need of repair or modified from factory specifications are prohibited. These vehicles are allowed to return to the property after being repaired or returned to factory specifications. Excessive noise and acceptability of noise level to return to the property is determined solely by the judgment of the Landlord.

d. Each apartment unit may not have more vehicles than licensed drivers. No more than two (2) vehicles allowed per unit.

e. Garages are to be used for vehicle parking only, Using a garage for a workshop for mechanical,

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woodworking, carpentry or other activity is prohibited.

19. During the winter months, please MOVE your vehicle out of the parking spaces so the plows can clean your space. If you do not move your vehicle when the plows are present, it is your responsibility to shovel around your space so your neighbors can access their vehicles. If you do not shovel within 24 hours after snowfall, the landlord can charge \$35.00 per snowfall,

20. Parking or driving of vehicles is never allowed on or over sidewalks or lawns. If Tenants vehicles or vehicles of Tenants guests are parked on the sidewalks or lawns the Landlord can charge \$35.00 per incident.

21. Fourth Avenue Apartment residents: One (1) parking garage is available per apartment unit. Due to limited parking space, only two (2) vehicles are allowed for each apartment unit, regardless of the number of licensed drivers. One vehicle must park in the garage, and the other must park in front of the garage door assigned to the same unit.

22. For violations of provisions 17 thru 22 of these Rules and Regulations- vehicles will be towed away at owners expense within 24 hours after the property manager gives notice to the tenant.

23. Garage rentals are for the term of your lease. Garages are not rented on a month-to-month or seasonal basis.

24. Garage doors should remain closed at all times when not present to prevent theft and access of rodents and debris into the garages.

25. Do not hang clothing or items out of the windows or over the deck railings. Plants and a few tastefully designed decorative items are allowed providing they present a neat and orderly appearance. Attaching or hanging of items within patio/deck areas that damages the building, or is not aesthetically acceptable to the Landlord is prohibited. Interior hallways must be kept clean and clear of all items, on the walls, ceilings and floors, with the exception of floor mats.

26. The property manager is available to help you. Please feel free to ask questions you may have about the operation and maintenance of the equipment in your apartment and contact the property manager if you have any problems. If you have a problem that requires immediate attention, please call the property manager at any hour.

27. No unauthorized air conditioner units are permitted.

28. Camping, yard sales, or garage sales of any sort are not permitted on the premises.

29. Your cooperation in keeping our community clean and free of debris is appreciated. Do not toss cigarette butts, wrappers, cans and other debris on the grounds.

30. Tenant acknowledges the receipt of the garbage collection and recycling rules and procedures and agrees to fully participate. Furniture of any type and any other items that are not garbage or recyclables as outlined in the municipal garbage and recycling rules, must be disposed of off the property by Tenant and cannot be left in the apartment complex garbage collection area.

31. Do not use floor wax products or other harsh cleaners on linoleum / vinyl floor coverings. Mr. Clean works well and does not coat, strip, discolor or damage floor coverings. Please remove oven racks when using self-cleaning option on oven.

32. The property manager, can unlock your apartment or garage door if you are locked out replacement keys are \$5.00 each and manager may charge a \$30.00 service charge, per incident.

33. Guests residing on the premises for an extended period of time is prohibited. Prior written consent is required, from the Landlord, for guests residing on the premises for any period exceeding three consecutive nights.

34. Damage caused by candles, incense or any other combustible source is not considered normal wear and tear. Any and all damage caused by the Tenant is the financial responsibility of the Tenant.

35. For their safety, children are not allowed to loiter or play in the parking lot, hallways, stairways, basements, garages or other parts of the building used by the public or other residents.

36. Water spigots inside or outside the building, as well as building or yard maintenance equipment (i.e. sprinklers and hoses), are for the use of property management only and may not be used by

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37. Tenant is responsible for the utilities identified on the rental agreement, until the last day of the rental term or the last day the Tenant occupies the premises, whichever day is later.

38. The Tenant's security deposit will be retained in the Landlord's operating account

39. No live Christmas trees or decorations are allowed on the premises. Only artificial Christmas trees and decorations are acceptable.

40. The property is designated as a Smoke-Free property, Smoking is prohibited in all individual apartment units, garages, common areas including, but not limited to, hallways, laundry areas, and any interior areas of any buildings on the property, The No Smoking policy extends to anywhere on the property. This policy includes smoke from any tobacco products as well as electronic cigarettes or vapor pens. Should Tenant or Tenant's guest violate this policy, any and all damage caused by the Tenant or Tenant's guests by smoke from tobacco products such as cigarettes, pipes, cigars or electronic cigarettes or vapor pens is the financial responsibility of the Tenant. Further, if the Tenant or Tenant's guests violate this policy, the Tenant will be subject to a \$50 per incident charge and be served notice to remedy this default or be subject to eviction.

Your assistance and cooperation on the aforementioned items will help make life more pleasant and agreeable for everyone in your apartment community.

By signing below, you acknowledge and agree to the building rules and regulations.

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Date Signed