

House Rules
Attachment to TAA's Apartment Lease Contract
NETX Properties
Resolution 2024-22; November 25, 2024

The Tenant agrees to observe the following House Rules and acknowledges that violation of one or more of these House Rules shall constitute material violations of the Lease and may be cause for termination of tenancy.

Charges - Any item in these rules that include, but are not limited to, damages to property, property of others, negligence and misuse on the part of a Tenant, other members of Tenant's household or guests is subject to charges being imposed without any other notice.

- A. **Housekeeping** - Tenant must meet the New Boston Property Management's Housekeeping requirements in accordance with the Housekeeping Policy to avoid Termination of Benefits.
- B. **Loitering** - Loitering is strictly prohibited. Neither Tenants nor their guests are permitted to engage in any activities that limit, restrict, impair, obstruct or impede access to parking lots or public walkways or any resident apartment. Non-residents that are excessive loiterers are subject to trespass notices being issued.
- C. **Curfew** - City of New Boston curfew is midnight on Sunday-Thursday and 1:00 a.m. Friday- Saturday nights and applies to all minors regardless of them being a resident or not.
- D. **Quiet Time** - Loud or disruptive noises of any kind or the playing of any musical instrument, radio, stereo, or television that would disturb others are not permitted at any time and prohibited after the hours of 10:00 p.m. Sunday-Thursday, 11:00 p.m. Friday-Saturday or before 6:00 a.m. on any day.
- E. **Judgments** - In the event Management obtains a judgment against the Head of Household for non- payment of rent, Management will immediately pursue possession of the premises in accordance with state law.
- F. **Violence** - Tenant, any member of Tenant's household, a guest or other person under Tenant's control shall not engage in acts of violence or threats of violence including but not limited to the unlawful discharge of firearms on or near Management properties. The commitment of Criminal Activities is not allowed by any resident while on or off Management property. If the tenant or family member is involved in criminal activity, arrested, or is a victim of criminal activity, domestic violence, or stalking, tenant must notify management at the time of occurrence or the next business day.
- G. **Firearms** – Firearms are not allowed to be displayed or discharged in an illegal manner. Carrying firearms is not permitted on property by individuals who are younger than 18 years, have a violent conviction, or otherwise barred by state or federal law.
- H. **Cold Weather** - To avoid cold weather problems, Tenant should never set heat below 55° during winter months. When an apartment is allowed to get too cold, water supply lines can freeze and break which could result in damage to the Tenant's apartment or Tenant's neighbor's apartment. When the temperature is expected to fall below freezing, all Tenants are required to open cabinets where water pipes are located, to open the lid to all toilets, and to allow drip all water faucets to avoid pipe freezing. The Tenant may be liable for damages resulting from frozen pipes.
- I. **Damages and Repairs** - It is the responsibility of all Tenants to report any damages or necessary repairs to Management upon knowledge of such damage. Damage to property can result in charges if no alert to Management is given. Examples of charges tenants could possibly incur due to negligence or damage to property include tub, sink, or toilet overflows or leaks due to abuse or negligence on the part of Tenant causing water damage to his/her apartment or to any other apartment.

- J. **Emergency Maintenance** - If an emergency arises after hours, Tenant must call the After-Hours Emergency number provided by Management. The call will be answered, and maintenance personnel will be dispatched within a reasonable time depending on the nature of the emergency. Listed below are examples of items that are considered to be emergencies.
- a. fire that causes any damage,
 - b. apartment doors or windows that will not lock,
 - c. flooding,
 - d. electrical problems,
 - e. sewer back-up,
 - f. broken windows,
 - g. no heat when the outdoor temperature falls below 40° Fahrenheit,
 - h. no air conditioning when the outdoor temperature rises above 90° Fahrenheit,
 - i. damage due to breaking of exterior doors or windows that causes apartment to not be able to be secured.
- K. **Plumbing** - Tenants are responsible for the repair of plumbing stoppage caused by disposal of anything other than normal sewage. The system is not designed to handle anything other than normal sewage. Toilet paper is acceptable in reasonable quantities and should not be used excessively. Feminine products should never be disposed of in the plumbing.
- L. **Air Conditioning** - Tenant must not block the return air grill. The grill must be accessible at all times. Filters are changed by Management regularly. Entrance into the apartment is required for this purpose. Notice will be given prior to entering the apartment.
- M. **Key and Locks** - Tenant will be issued two apartment keys and one mailbox key at the time of occupancy. Alterations/replacement of locks or installation of deadbolt locks, knockers, or other attachments on interior or exterior doors by Tenant is prohibited. The Tenant shall not install any locks themselves. Keys are not loaned to Tenants. If Tenant loses his/her key, a duplicate key will be provided for a fee. If any Tenant is locked out, Management will allow access only to a member of the household listed on the lease for a fee. All such persons will be required to provide picture identification to verify that the person seeking access is a member of the household.
- N. **Alteration/Decorating** - Tenant shall not make modifications to apartment walls, shelves, or closets without prior approval of Management. The following items are not allowed on windows: aluminum foil, sheets, blankets, or any other covering seen from the outside that diminishes the exterior appearance of the property.
- O. **Maintenance Inspections** - Regularly scheduled Preventive Maintenance inspections are conducted. Tenants will be notified of the approximate scheduled date with a minimum notice of forty-eight (48) hours in advance. Maintenance personnel must have access to the Tenant's unit to conduct the scheduled maintenance inspections. If access is not granted or is blocked, a charge for a return trip will be assessed.
- P. **Wiring** – Tenants may use only the outlets already installed in the apartment. Any additional wiring must be requested and approved by Management in writing prior to installation and all costs associated with additional wiring are the responsibility of Tenant.
- Q. **Insurance** - Management strongly recommends that Tenant obtain renter's insurance. Management is not responsible for damage or loss of personal property from such events as theft, vandalism, fire/water damage, or acts of God.
- R. **Common Areas** - The definition of a common area is an area located outside of the Tenant's apartment which includes, but is not limited to parking lots, pavilions, and courtyard areas. These areas must be kept clear at all times of trash, clutter and other obstructions.

- a. All items left unattended in the common areas will be removed and disposed of by Management Staff without notification to Tenant.
 - b. Common areas are for the use and enjoyment of all Tenants. Tenant and/or guests conducting themselves in any unreasonable and/or offensive manner shall be subject to being removed from the common areas. Non-residents will be subject to trespass notices being issued.
 - c. Tenants will be liable if they or their guests cause any damage to any part of the community.
 - d. Moving vans, trucks, or vehicles of any kind are not permitted on the lawn or sidewalk at any time without the prior written permission of Management.
 - e. The consumption of alcoholic beverages in any area other than the Tenant's porch or inside the residence is prohibited.
 - f. Alcoholic beverages are prohibited in all common areas.
 - g. Loud noise levels from Tenant or guest's automobile stereos and/or electronic stereo systems will not be tolerated at any time and may be subject to violations of noise restriction law/ordinance and/or Trespass notices being issued.
 - h. All activities in the common areas and playgrounds by any person 6 years of age or younger must be supervised by a parent or legal guardian at all times.
 - i. Gathering of groups that disturb the neighborhood, cause damages, impede any access, or litters the property are not allowed.
- S. **Entrances** - In compliance with fire code, all sidewalks, entrances, and passages are to be kept free from obstruction at all times. Any items left unattended will be removed and disposed of by Management or designated personnel without notice.
- T. **Porches** -
- a. Keep porches free of indoor furniture, appliances and trash at all times. Porches are not storage areas. Items on porch should not impede access to entrances, exits, from windows and doors, and should be limited to as few items as possible. Grills, smokers, etc., are limited to one per unit.
 - b. Clotheslines are not permitted unless installed by Management.
 - c. Trash must be properly always disposed of in a timely manner and not left on the porch or yard.
 - d. No radio, television antennas, satellites, or wires shall be erected on any part of the premises without prior written permission from Management.
 - e. Only outdoor furniture in good condition is permitted on porches.
 - f. Bird feeders are not allowed on porches.
- U. **Trash** - Tenant and guests are to keep the premises clean by not throwing trash on the property. Trash receptacles are assigned to each unit and are also located on the property for convenience. All trash must be put in regular kitchen-sized garbage bags and placed inside the designated trash receptacle for the unit. All garbage shall be discarded in accordance with Management's trash disposal procedures. Grease and other food shall be placed in a trash bag and not poured out on the ground. Charges will be assessed for damage to the yard caused by grease, littering of trash, and noncompliance with Management's trash disposal procedures.
- V. **Parking and Vehicles** -
- a) All parking is unassigned. Corley Homes' residents may park one vehicle with proper parking permit in designated Tenant Parking areas. Guests and all other vehicles must park in the visitor parking lot. Any guest vehicle being parked on property over twenty-four (24) hours must have a visitor permit from the central office.
 - b) Tenant is required to obtain parking permits from Management at move in and after vehicle purchase or exchange. To avoid charges, parking permits must be returned to Management.
 - c) Vehicles without current inspection stickers and/or license plates are subject to towing at owners' expense.
 - d) The unauthorized use of parking lots for any purpose other than parking of automobiles, motorcycles, vans or pick-ups (such as storage, parking of boats, trailers, large trucks, commercial vehicles, buses,

motor homes) without written permission from Management is prohibited and the vehicles are subject to towing at owners' expense.

- e) Pickup beds are not storage units. Nothing should be stored inside the cab or in the bed that exceeds the top rail of the bed of the truck or that diminishes the appearance of the property.
- f) Minibikes, go-carts, or other non-licensed, self-propelled vehicles or ATVs are prohibited on Management property.
- g) Fire codes prohibit the parking of motorcycles on sidewalks, porches, or inside of apartments.
- h) Tenants must not park in designated fire lanes or block trash receptacles.
- i) All abandoned and/or inoperable vehicles must be removed from the property or will be towed at owners' expense twenty-four (24) hours after Management notes such offense.
- j) Repairing or washing of vehicles in parking lots is strictly prohibited. Tenants shall be charged for the cost of cleaning chemicals, debris, or property damage resulting from these actions and estimated cost of water usage.
- k) The parking areas are not play areas and adult residents must ensure that children under their care do not use the parking areas as a play area. No cycling, skateboarding, roller-skating, in-line skating, or other recreational or play activities will be permitted in parking areas.

W. **Plants and Gardens** – Tenant may plant flowers, shrubs, or gardens around the leased property, but not into the yard further than 18 inches from the building. A sturdy border able to withstand a weed eater must be used. The border must not be unattractive. ALL elements must be maintained by the resident to management standards.

X. **Vandalism** - Vandalism or destruction of plants, gardening equipment, property, or items associated with Management property, neighboring properties, or other resident's property is prohibited. Management has a zero-tolerance policy for any vandalism, graffiti, and/or malicious damage done to Management property, Tenant property, or neighboring properties. Tenant and Tenant's guests or minors who engage in the above may be prosecuted, and housing benefits may be terminated. In addition, Tenant shall pay to Management any costs associated with repairing damage to Management property.

Y. **Changes** - If changes in family composition occurs, tenant agrees to provide to Landlord in writing verifiable information regarding such change within ten (10) days of such notice.

Z. **Hazardous Materials** – Tenant shall not keep or use flammable materials on the premises, such as gasoline, kerosene, mineral spirits, turpentine, paint, motor oil, other inflammable materials, or explosives (including fireworks) unless approved by Management.

AA. **Yards** – Driving on the grass without written permission from management, for any reason, with any motorized vehicle is strictly prohibited. Damages or ruts resulting from driving on the grass will result in charges being assessed.

BB. **Pools and Water Toys** – Pools, water slides, splash pads, and other related items are prohibited. ONLY 4 ft. round wading pools are permitted and must be taken up and stored each day. Damage resulting to yards for non-compliance and costs of water usage will incur a charge.

CC. **Smoke Detectors** - A replacement charge shall be assessed to any resident who tampers with smoke alarms. Smoke and carbon monoxide detectors shall not be removed for any reason without express permission from Maintenance staff. Removal of smoke detectors is grounds for termination of the lease.

DD. **Criminal Trespass/Debts** - Tenant or family member shall not allow any person who is under a trespass notice (barred) in or near the dwelling unit. It will be grounds for termination of this lease to allow any such person on or near the dwelling unit after the tenant has been notified. Any Tenant that allows an individual, who owes the agency a debt or has been judicially evicted, to stay overnight at their residence, shall be in jeopardy of lease termination.

- EE. **Smoking, Candles, and Incense** - For the safety of all residents, smoking, burning of candles or incense is strictly prohibited inside the dwelling. These items pose fire hazards and smoke damage to the property as well as can trigger allergies or respiratory issues to neighbors and future residences.