

## Tenant Policies

### Use of the Landlord's Building, Common Areas, & the Tenant's Apartment

*The tenant is responsible for any family member, guest, visitor, delivery personnel, caretaker, or assistant that the tenant invites on to the premises. The following policies must be abided by anyone invited onto the premises by the tenant, and the tenant shall be responsible for the actions of said persons. **Failure to abide by the following policies is cause for Eviction.***

1. The tenant shall keep the said premises in a proper state of cleanliness at all times.
2. Tenants must be mindful of open windows and patio doors so as not to admit rain, snow, or unreasonable heat loss. Heat is not to be left on while windows are open. Windows must not be left open for extended periods of time when temperatures are below freezing.
3. No items are to be left in the hallways/corridors of the Landlord's building.
4. The use of small nails & hooks to hang pictures/décor is permissible. No spikes, hooks, or screws shall be put in the walls. Wall decals/wallpaper/border must be removed before vacating.
5. Nothing is to be nailed or screwed into woodwork or backsplashes.
6. Appropriate window treatment must be used to cover windows such as proper curtains or blinds. The landlord will supply curtain rods.
7. Painting of apartment walls and woodwork is not permitted.
8. Water shall not be left running unattended. The tenant will notify the landlord immediately of any water malfunction (toilets, taps, shower, etc.).
9. No pets shall be kept on the premises unless authorized by the Landlord.
10. Air conditioners, freezers, washers, dryers, & dishwashers are not permitted unless provided or authorized by the Landlord.
11. The tenant shall not take any boarder or roomer. Only those named on the lease agreement are permitted to reside in the premises (temporarily or permanently).
12. The tenant shall not make any noise, which would unreasonably disturb any other tenant or persons in the Landlord's building.
13. BBQs are not permitted on balconies – as regulated by the Fire Safety Code.
14. Nothing shall be thrown out of the windows or doors, off balconies, or down hallways of the Landlord's building.
15. No tenant shall do or permit anything to be done at the said premises which would in any way cause or increase a risk of fire.
16. No Tenant shall obstruct or interfere with the rights of other tenants/persons on the premises or in any way injure or unreasonably disturb them.
17. Apartments must be left clean and in good condition at time of vacating. Failure to do so will result in a minimum professional cleaning fee of \$150.
18. Carpets are to be professionally steam cleaned at the Tenant's expense prior to vacating.
19. The Tenant agrees that on the last day of the tenancy, the Tenant shall vacate the premises no later than 12:00 noon (AST).

## Tenant Policies

### Exterior Use of Premises, Garbage, & Laundry Policies

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#### Use of Exterior Areas & Other Parts of the Landlord's Building

1. The Tenant shall not damage or remove any landscaping or gardening work.
2. Tenants are not permitted to dig or create gardens without authorization by the Landlord.
3. No vehicles are to be parked in front of entryways/doors or parking in an area as to block emergency vehicles from entering.
4. All vehicles must be licensed & operational – any vehicles on the property not legally fit for the road must be moved off premises at owners' expense.
5. There is to be no 'work' performed on a vehicle on the premises.
6. During winter months, we make every effort to ensure the walkways and driveways are clear from snow & ice. The plow will be able to clear the parking lot effectively if you move your vehicle. We will make every effort to clear around your vehicle; however, ultimately the responsibility is the tenant's to clear around their vehicle as needed.

#### Garbage

1. Facilities are provided for garbage, recycling, & compost
2. Tenants are responsible to separate garbage, recyclables, & compost – a waste management guide will be provided with the lease agreement
3. Plastic of any kind (including biodegradable plastic) is NOT permitted in the compost bin
4. Items are to be bagged before being placed in the garbage or recycling bins.
5. Multiple recycling bins are provided to separate paper & plastic.
6. **Furniture is NOT to be left for garbage removal.** It is the tenant's responsibility to make arrangements to have unwanted furniture removed and taken off the premises. The tenant will be charged \$75 for the 1<sup>st</sup> item left by the garbage bins, \$150 for the 2<sup>nd</sup>, \$225 for the 3<sup>rd</sup>, and so on, in \$75 increments.

#### Laundry

1. Laundry facilities are provided for tenant use only.
2. Always be courteous and remove clothes from washer or dryer when cycle is finished.
3. Machines may be used between 8am and 10pm daily.
4. For best results, clean lint tray every time before use.
5. Use of the laundry machines are solely at the Tenant's own risk.