

Alaska Commercial Properties, Inc

Property Management Division

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The following rules, regulations, and standards of conduct are provided for the safety and quiet enjoyment of all the residents.

RENT Rent is due and payable on the 1st of the month. If any unpaid balance of rent is not paid by the 5th day a standard late fee as described in your rental/lease agreement will be assessed.

NOISE Quiet time is 10:00 pm till 8:00 am. Loud parties will not be tolerated at any time. Personal music systems and televisions are to remain at volume levels that do not disturb others.

SMOKING All units managed by AKCP are smoke free! All units are designated **NO SMOKING**. No smoking is allowed in apartments or common areas. **DO NOT** allow cigarette butts to lie on the ground. Dispose of the in proper containers. If it is determined that there has been smoking in the apartment it will be painted at tenant's expense upon move out.

SECURITY/HEAT All windows are to remain closed from **October 15 through April 15**. Open windows not only waste heat, but also can cause freezing of baseboard pipes. Residents will be held responsible for Damage and Repair from Freezing due to open windows. **All Exterior Locking Security Doors are to be closed and locked at all times**. Damages assessed from Freeze up caused by the delinquency of the tenant may be billed to the tenant.

SMOKE/CO-DETECTORS Tenants shall maintain all smoke and Co-detection devices on the premises in good working order and shall check and or replace batteries twice a year. If there is malfunction tenant must notify management immediately.

CHILDREN All visiting children under the age of twelve are required to be supervised at all times. No playing or running is allowed on any stairs, balconies, or hallways. All toys played with outdoors must be returned to the apartment when not in use. Toys left outside are subject to removal and disposal. Bicycles must be kept out of the walkways, driveways, parking areas, and the street.

COMMON AREAS All residents are required to keep the area outside of their door and their parking spaces clean, safe and litter free. Cigarette butts are litter. No signs are to be displayed without permission of the management

STORAGE All personal items and effects must be kept within the apartment. Nothing is to be stored on stairs, landings, in any common areas, including yard area, or under stairs. Management is not responsible for loss or theft of any personal property, or damage from fire, water, cold, or vandalism.

VEHICLES Under no circumstances are vehicles to be serviced, overhauled, washed, or otherwise worked on in the parking lot, except in case of emergency, without the permission of the Management. All vehicles must be registered and running. No "storage" of non running or junk vehicles is allowed.

GARBAGE All garbage and refuse must be wrapped or stored in drip-proof bags and disposed of in provided containers or Dumpster. No trash or garbage bags are to be left next to dumpster or on the ground. If you leave garbage outside of the dumpster you may be assessed as much as \$65 per load for removal.

LAUNDRY The hours of operation are 8:00 am to 10:00 pm. There is absolutely NO SMOKING in the laundry room at any time. CLEAN ALL LINT FILTERS BEFORE AND AFTER USING DRYER- THIS IS A **SAFETY RULE**. In addition, it will cost more to dry clothes if the filter is not cleaned. Do not leave laundry unattended.

PLUMBING Please report any leaking or dripping faucets or toilets to the management ASAP. Any clogged toilets or sinks must be unclogged by tenant. If clog requires a plumber, the tenant will bear the cost to unclog the plumbing fixture.

PETS Pet restrictions apply depending on the lease agreement. Dogs must be on a leash at all times. They should be walked to the edges of the property to relieve them. Dog pee kills grass, so please don't let them on the lawn. Dogs are not to be left unsupervised or chained up outside of a unit. Dogs should be cleaned up after at all times.

DISCISIONS Management shall be the final judge as to whether these rules and regulations are being observed.

I have read, understand, and agree to abide by these rules and regulations as a condition of my lease/rental Agreement. Breach of any of these Rules and Regulations may result in the issuance of a 10-day eviction notice.

Signed: _____ Date: _____, 2013

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