MULTIFAMILY NW
The Association Promoting Quality Rental Housing

COMMUNITY RULES & REGULATIONS

EQUAL HOUSING OPPORTUNITY

DATE _____ PROPERTY NAME / NUMBER _____

RESIDENT NAME(S) _____ _____ _____

_____ _____ _____

UNIT NUMBER _____ STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

DEFINITION OF COMMUNITY RULES & REGULATIONS

As presently adopted, subsequently amended or modified, these Community Rules & Regulations are incorporated into the Rental Agreement executed or renewed this date and apply to all residents, their family, temporary residents and/or guests. Each Resident is responsible for ensuring that his/her family and guests know and follow the Community Rules & Regulations. "Management" means the Owner or Owner's Agent, and includes the resident manager, if any.

GENERAL POLICIES AND COMMON AREAS

1. Unit entry areas, balconies, decks, patios and yards are not storage areas. Areas visible to the outside must be kept neat and free of clutter: no trash, laundry, furniture (except that specifically designed for outdoor use), dead plants, empty boxes, storage items or unsightly objects are allowed in these areas. No trampolines, bounce houses, pools, hot tubs, sandboxes, etc. are allowed on decks, patios or yards.
2. To avoid injuries and damage to persons, property and the building structure, no objects or liquids may be thrown or allowed to fall from balconies, decks, windows or walkways. When watering plants, use appropriate containers under pots and ensure the water does not overflow the pots and/or their containers.
3. Common entrances, passageways or driveways must not be obstructed or used by residents for any purpose, other than entrance and departure.
4. Garbage cans, household supplies, bottles and cans and other similar articles shall not be placed outside the unit. Do not leave pet food or other food outside the unit, as this may attract wildlife.
5. No part of the common areas will be used for commercial activities of any kind. This shall not apply to the use of units by Management for display, marketing, or promotional purposes.
6. No structure of a temporary character, such as trailer, tent, shack, barn or other building, trampoline, bounce house, pool, hot tub, sandbox, etc. will be allowed in the common areas or on decks, patios, or yards, at any time. Owner/Agent may remove any such temporary structure without Resident consent and Resident will pay all costs involved.
7. Modifications to the unit or any common areas are prohibited without Management's prior written approval.
8. To request maintenance in his/her unit, Resident must obtain a maintenance and repair request form from Management. This form must be completed and signed by Resident.
9. Excessive noise and/or activities including, but not limited to, skateboarding, roller-skating, roller-blading and sledding are not allowed.
10. Running and/or playing in the parking lot is prohibited.
11. Between 10:00 p.m. and 7:00 a.m. the level and/or type of noise emitted from the unit may not exceed what is normal and customary for similar housing.
12. Residents are responsible for the conduct of their guests, who are expected to follow these Community Rules & Regulations.
13. No alcoholic beverages or other intoxicants are to be consumed in the common areas or parking lots, unless otherwise approved in writing by Owner/Agent.
14. No resident shall cause or permit anything, including but not limited to, signs, awnings, canopies, shutters, radio or television antennas, wires or cables, satellite dishes or air conditioners, to be displayed, installed or affixed to the unit unless allowed by law or written approval is granted by Management. Owner/Agent may remove any such items which are installed on the exterior of a unit without Resident consent and Resident will pay all costs involved.
15. Nothing shall be done in any unit, or in common areas, which will impair the structural integrity of the building.

COMMON AREA FACILITIES SAMPLE SAMPLE

☒ Pool/Spa ☒ Laundry ☒ Fitness Room ☒ Recreation Room ☒ Other

Please observe any and all applicable addendums and/or posted community rules and regulations relating to above common area facilities. In the event this Community has no specific common area facility rules and regulations, see page 2 for general information concerning this subject.

Guests are not permitted in community rooms, fitness center, laundry room, pool area, or any other common area facility without being accompanied by a resident.

INSURANCE

1. No resident shall keep or do anything in any unit or common area which will increase the rate of insurance on the buildings or contents beyond that customarily applicable for residential rental housing use.
2. No resident shall permit anything to be done or kept in any unit or common area which will result in the cancellation of insurance on any building, or its contents, or which would be in violation of any federal, state, county, or city regulatory authority.
3. Owner/Agent is not responsible for personal property left in the common area and facilities or any other location on the Premises.
4. **INSURANCE REMINDER: OWNER/AGENT'S INSURANCE POLICY DOES NOT COVER THE CONTENTS OF RESIDENT'S UNIT OR PERSONAL LIABILITY. IF RENTAL AGREEMENT DOES NOT REQUIRE, WE RECOMMEND THAT RESIDENT OBTAINS A RENTER'S INSURANCE POLICY. IF RESIDENT DOES NOT HAVE THIS INSURANCE, WE STRONGLY URGE RESIDENT TO CONTACT HIS/HER INSURANCE AGENT WITHOUT DELAY.**

SECURITY

Security is very important to all residents living at our Community.

1. Should anything suspicious occur, report it immediately to the police and Management.
2. Use all locks on doors and windows.
3. Make sure all secured entrances are locked after use. Do not prop open or allow others to enter secured entrances. Do not share keys, access cards, card keys, access codes or similar access devices to secured entrances. Immediately report any lost or stolen access device/code. Resident will pay for all damages incurred by or imposed on Owner/Agent, or any other third-party, and pay any fines imposed by a HOA or other such body, as a result of any violation by Resident of this section.
4. If Owner/Agent has issued Resident an access device/code as listed above, and Resident loses, has stolen or shares such access device/code, Owner/Agent may recover the costs to re-key and/or re-code the locks.
5. Management is not required to provide lockout services. If Management provides lockout services, then lockouts occurring after office hours are subject to a $ SAMPLE charge ($25 if left blank).

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FAIR HOUSING LAWS

It is a violation of federal, state and local fair housing laws for any resident or their guests to harass, threaten or intimidate any other resident and/or their guests because of race, national origin, religion, disability, gender, marital status, familial status (presence of children), source of income, sexual orientation, gender identity, or any other protected class. Owner/Agent will respond to any complaints of such behavior with appropriate action, which may include termination of the tenancy of the violating resident. Reports of inappropriate behavior, including details of the incident, are preferred to be received in writing, but will be accepted in other forms. Owner/Agent will not retaliate against anyone for reporting any such behavior.

I have read, understand and agree to comply with both pages of these Community Rules & Regulations, including any future changes of which I receive written notice. (Must be signed by each adult resident.)

X SAMPLE RESIDENT	SAMPLE DATE	X SAMPLE RESIDENT	SAMPLE DATE
X SAMPLE RESIDENT	SAMPLE DATE	X SAMPLE RESIDENT	SAMPLE DATE
SAMPLE	SAMPLE	X SAMPLE OWNER/AGENT	SAMPLE DATE
SAMPLE	SAMPLE		

☐ ON SITE ☐ RESIDENT ☐ MAIN OFFICE (IF REQUIRED)

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INSIDE YOUR HOME

1. No Venetian blinds, awnings, draw shades or non-conforming curtains or drapes shall be installed on exterior windows without the written permission of Management. This includes reflector shades, tin foil, etc.
2. No painting, staining or papering shall be done without the prior written permission of Management.
3. Unless Management has given prior written permission, only picture hooks or nails less than 1 inch long are to be used for hanging items on the walls. Adhesive materials are not allowed.
4. No signs, banners, or placards shall be posted in or about the Community without the written permission of Management.
5. Residents shall not conduct or permit the noisy use of any musical instrument, operation of radio(s) (including vehicular stereo or radio), television, amplifier or loud speaker(s) in a manner which disturbs the residents of any other unit.
6. Resident shall not store gasoline or other fuels such as newspapers, empty bags, or empty boxes in the unit.
7. Resident shall not store items in or on oven, except for storage drawers, or leave the stove unattended while in operation.
8. Resident shall not store anything less than 12 inches from any heating and cooling sources, including but not limited to, baseboard heaters and vents, and fire sprinkler heads.
9. Resident shall not restrict any door from its ability to fully open and close.
10. Resident shall not stack items in an unstable fashion. Items stacked in a stable fashion must not be stacked higher than 36 inches from the floor to the top of the highest item.
11. Resident shall not store foodstuffs, paper goods, or fabrics on the floor.
12. Resident shall keep a clear path no less than three feet wide to all vital areas of the unit, including but not limited to the kitchen, bathroom, bedroom, bedroom closet, living room, living room closet, balcony, and ingress/egress points.
13. Resident shall maintain the unit free of trip hazards, including but not limited to, cords running across any area where people may walk, or keeping any items in a manner that may be a trip hazard.

TRASH COLLECTION AND REMOVAL

1. All trash, garbage and rubbish will be disposed of properly in approved receptacles and will not be stored in or around any unit.
2. Any approved curbside trash and/or recycling receptacle may not be visible from the street any time other than collection day.
3. All trash from Resident's home should be bagged, sealed or tied and placed in the trash containers. All wet garbage must be wrapped.
4. Do not place any burning materials or hazardous chemicals in the containers.
5. Do not place furniture, broken toys, etc. in, by, or around the dumpster. Residents are responsible for removal of such items, and will be charged if they do not immediately remove these items upon request.
6. Boxes must be crushed before being placed in trash containers.
7. Use recycling bins when possible.
8. Under no circumstances is rummaging through or removing discarded trash or recycling permitted on the Premises.

MOTOR VEHICLES AND GUEST PARKING

1. Unless parked in designated guest parking spaces, all vehicles must be registered with Management before parking on the Premises. Guest parking spaces are for the use of short-term guests only. Parking by guests longer than 24 hours will require prior approval from Management.
2. Per the Rental Agreement, inoperable and/or uninsured vehicles are not allowed on the Premises. Such vehicles are subject to tow at the resident's expense.
3. Vehicle maintenance and repairs are not permitted in the parking areas. Vehicles may be washed only in designated areas (if available).
4. Vehicles parked in any unauthorized area or zone will be subject to immediate tow at the owner's expense without written notice or prior warning.
5. For the safety of everyone, please observe the five miles per hour speed limit. Driving recklessly is prohibited.
6. Except with the consent of Management, no trailer, truck camper, boat, boat trailer, or other recreational vehicle shall be parked on any portion of the Premises.
7. Back-in parking is prohibited.
8. Each Resident shall keep the parking space which pertains to such Resident's unit in a neat, clean and sanitary condition.

SOLICITING

1. For Resident's privacy and security, we cannot permit peddling or soliciting. Please report any activity of this sort to the office immediately.

MISCELLANEOUS

1. In the case of conflict between the provisions of these Community Rules & Regulations and any provisions of the Rental Agreement, the provisions of the Rental Agreement will control.
2. Residents and/or guests who smoke are requested to dispose of cigarette butts properly (in trash receptacles), not on property grounds, parking lot areas, flower pots, etc. If Resident's smoking, or that of Resident's guests, disturbs the quiet enjoyment of any other resident, Resident will take all reasonable steps to decrease the amount of smoke generated. These steps may include, but are not limited to, purchasing and using a smokeless ashtray and/or air filtration device, reducing the amount of smoking, ceasing any smoking on decks, patios or other outdoor areas, closing doors and windows. Failure of Resident to take such reasonable steps after a written request from Management will be a violation of these Community Rules & Regulations.

POOL & SPA COMMUNITY RULES & REGULATIONS

1. For safety reasons, no person may swim or use the spa alone. Non-swimmers and persons under 14 years of age must be accompanied by a responsible adult.
2. All persons are required to take a cleansing shower before entering the swimming pool/spa area. Suntan oil and baby oil clog the filter and must be washed off before entering the swimming pool/spa.
3. No person suffering from a communicable disease transmissible via water or under the influence of an intoxicating liquor or drugs shall use the swimming pool. For safety reasons, please check with your physician before using the swimming pool/spa if taking prescription medication.
4. No person shall bring, throw or carry food, drink, smoking material, trash, debris or any other foreign substances into the swimming pool. Smoking or serving/consuming drinks, gum or food within the swimming pool/spa area is prohibited.
5. No person shall run, engage in horseplay or use foul language in or around the swimming pool/spa area. Intentional splashing of others is not permitted. Diving in the swimming pool is not permitted.
6. Two guests per unit are allowed at one time and must be accompanied by a resident at all times. Guests are to be approved by Management. Guests' conduct and behavior are strictly the responsibility of Resident. Resident is responsible for informing guests of all community rules and regulations relating to swimming pool/spa use.
7. Management may rescind swimming pool/spa privileges or close swimming pool/spa at any time deemed necessary.
8. The gate to the swimming pool/spa enclosure must remain closed and latched at all times. Management is not responsible for personal items left in the swimming pool/spa area.
9. Glass containers, radios, music players or electrical appliances are not permitted in the swimming pool/spa area.
10. All persons must wear appropriate swim attire when using the swimming pool/spa. Cut-off jeans are prohibited. Babies must wear appropriate swim diapers when using the swimming pool. Regular diapers are not acceptable.
11. Spitting in the swimming pool/spa is not permitted.
12. No pets are permitted in the swimming pool/spa area.
13. Street shoes are not allowed on the swimming pool/spa deck areas.
14. No person shall tamper with lighting, lifeline or safety equipment in or around the swimming pool/spa area.
15. Management is not responsible for accidents or injuries sustained while using the swimming pool/spa facilities.
16. Please contact Management for operating hours.
17. Management may revoke a resident's privilege to use the pool/spa if they or their guests violate these rules.

LAUNDRY ROOM COMMUNITY RULES & REGULATIONS

1. Contact Management for operating hours.
2. Laundry room facilities are for the use of residents only.
3. No loitering in the laundry room facilities is allowed.
4. Obey all posted rules and hours.
5. Follow all posted instructions and manufacturer's directions when using the machines.
6. Please remove laundry promptly.
7. Use of tints and dyes is not permitted.
8. Please report any equipment failure to Management promptly.
9. Residents are responsible for any damage to the machines.
10. Management may revoke Resident's privilege to use the laundry facilities if they or their guests violate these rules.

FITNESS ROOM COMMUNITY RULES & REGULATIONS

1. The Community may be equipped with certain fitness equipment for the use and enjoyment of residents and guests. Please contact Management for operating hours.
2. No person under the age of 14 is allowed to use the fitness equipment unless under the direct supervision of a responsible resident.
3. Please consult your physician prior to using the fitness facility.
4. Follow all posted and manufacturer's instructions when using the fitness equipment.
5. Any and all fitness equipment is to be used at the residents' and guests' own risk. Resident assumes all responsibility for the use of fitness equipment, as well as his/her guests' use of the fitness equipment.
6. Residents are responsible for any damage caused to fitness equipment by their use or that of their guests.
7. Management may revoke a resident's privilege to use the fitness equipment if they or their guests violate these rules.

RECREATION ROOM COMMUNITY RULES & REGULATIONS

1. The Community may be equipped with a recreation room for the use and enjoyment of residents and guests.
2. Please contact Management for operating hours and other policies concerning use.
3. Obey any posted rules.
4. Residents are responsible for any damage caused to the recreation room or equipment caused by their use or that of their guests.
5. No behavior is allowed in the recreation room that disturbs the quiet enjoyment of the other residents.
6. Management may revoke a resident's privilege to use the recreation room if they or their guests violate these rules.

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