

January 9, 2020

Rules and Regulations for the Lease Agreement of 123 Elm Drive

The following rules and regulations are adopted as per clause 9 of the lease agreement. These regulations are designed to encourage proper maintenance of the property as well as a smooth business relationship between all parties. The tenants will be responsible for any damage or costs resulting from a failure to follow these rules and regulations.

1. Rent Collections: Tenants are responsible to remit all rents and monies owed so that they are received on or before the 1st. It is the tenant's responsibility to deliver payment to Walnut Street Rentals via one of the following methods:
 - ◆ Mail to: PO Box 3812, Cary, NC 27519
 - ◆ Set up a one-time electronic draft payment via our website:
<https://harmony.walnutstreetrentals.com/web/payonline>
 - ◆ Work with Walnut Street Rentals to set up a monthly electronic draft agreement
 - ◆ Deliver to our partner company, RaleighCary Realty at 215 East Chatham St. #110, Cary, NC 27511. (24x7 dropbox)

Applicable late fees will be assessed on the 6th day of the month. Residents with overdue balances after the 10th day of the month will be subject to eviction proceedings. There will be no exceptions to the requirement to pay the complete rent on time.

Tenant(s) Initials to acknowledge: _____

2. Maintenance/Repair Request Procedure: Except for emergencies, requests for service should be made via email or written letter. Non-emergency requests will be answered within two business days. **For emergency repairs, please call our service line at 919-228-9492.** The tenants shall be responsible for any damage resulting from a delay in submitting a service request to the property manager.
3. Drain/Sewer Systems: After the 14th day of occupancy, the tenants shall be responsible for clearing any drain stoppages, except in cases where the stoppage is caused by a tree root or a structural defect in the home. The tenants are responsible for any damage caused by incorrectly clearing any stoppage and are encouraged to contact the property manager to arrange for an approved plumber to clear stoppages at the tenants' expense. Only water-soluble materials should be placed in the drains.
4. Proper Use of Facilities: The tenants shall use all facilities only as they are intended. Damage resulting from neglect, abuse or incorrect operation will be the responsibility of the tenants. The tenants are responsible to clearly inform the property manager if they are not sure how to properly use and operate any facilities or systems provided in the home. The property manager will gladly provide information about any item provided with the property. The tenants must have all utility services turned on in their names during the entire period of their tenancy.
5. Replacement of Filters: The tenants are responsible to replace all filters at the property in a timely fashion once they are dirty or the system indicates that replacement is needed. This includes the filters for the heating and air system, the refrigerator, the range hood, and any others. Tenants will be responsible for any damage resulting from a dirty or missing filter.
6. Alterations: Specifically, the tenants are allowed to place up to 4 nail holes per room in the walls only for hanging pictures or home decor. The nails cannot be any bigger than a 6d Penny finishing nail. This would be similar to a picture hanger capable of up suspending up to 30 lbs of weight. The nail holes are to be left untouched upon the end of tenancy.
7. Cleaning Requirements: The tenants are expected to keep the property in a clean and safe condition. Tenants are responsible for any damage resulting in unclean conditions, including pest infestation. At the conclusion of the tenancy, the home should be returned in the same condition in which it was delivered to the tenants. Within seven days prior to returning the home to the Property Manager, the Tenant is to have any carpets professionally-cleaned by an approved cleaner and to provide a receipt to the Property Manager. Approved cleaners include ZeroRez, Chem-Dry, and Southern Class Carpet Cleaning.
8. If applicable, the tenants are responsible for the proper upkeep of the yard to neighborhood standards, including weed control and grass fertilization. Tenants are responsible to trim the bushes that do not necessitate the use of a ladder, remove weeds from all bed borders and mulch as needed and rake leaves from the yard. Expectation is to maintain the premises to

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the same condition than it was given to tenants to start the tenancy.

9. Authorized Occupants: Tenants must seek written approval from the property manager before allowing residence by anyone not named in the lease. 'Residence' will refer to a stay of more than 7 continuous nights or 14 nights within a six-month period.
10. Smoking: There is to be absolutely no smoking inside the home at any time, including any garage or storage room on the property. Tenants may smoke outside provided that all related waste and ash are cleaned-up at all times.
11. Renter's Insurance: The tenants are required to carry renter's insurance at their own expense during the entire time they reside in the home. This insurance must cover the renter's possessions as well as liability protection. The tenant must provide a copy of the certificate of insurance to the property manager prior to taking possession of the home.
12. Compliance With HOA/Government Rules: The tenants will be responsible to comply with any HOA rules or government laws and regulations. The tenants are expected to keep a positive relationship with their neighbors, and the property manager will not become involved in neighborhood disputes.
13. Mail Forwarding: The tenants are expected to pass along to the property manager any letters or packages which are addressed to Eric Chernoff within two weeks of receiving such mail at the property. The tenant may discard or use any magazines, catalogs, or sales flyers addressed to Eric Chernoff.
14. Inspections: The property manager has an obligation to visit the property on a regular basis to check its condition and upkeep. The property manager will schedule a minimum of one visit every six months. Additional inspections may occur if there are special conditions that warrant additional concern, such as problematic repairs. The property manager does not intend to invade the tenants' privacy and will not be inspecting private effects or storage such as dressers or bags. Except in emergency situations or when visiting at the invitation of the tenants, the property manager will provide 24 business hours' notice prior to entering the property. **The property manager will be visiting the property during the fifth week from the start of the lease.**

Acknowledgement of Receipt of These Rules and Regulations:

Printed Name / Signature / Date Signed

Printed Name / Signature / Date Signed