

JEWEL LAKE VILLA APARTMENTS
House Rules (Effective 05/01/2008)
Lease Attachment 3

The management has adopted these Rules and Regulations for what we believe is for the benefit of the property and the tenants. Management reserves the right to interpret, apply, and enforce these rules in any way that we deem to be appropriate as long as it does not conflict with the law. The fact that management chooses not to, or fails to, enforce any particular rule does not negate the rule/rules from being enforced in the future.

1. The use of the apartment, and the tenant's subsidized rent, is meant for the benefit of the resident's household as listed on the HUD form 50059. The consistent use (including multiple overnight stays) of the facility/apartment by others not listed on the HUD-50059 form is a violation of the HUD lease, and the House Rules. The prolonged, consistent presence of a guest, or guests, implies that the resident is benefiting from unreported financial support, and that the undeclared guest/occupant is fraudulently benefiting from the tenant's rental subsidy. A violation of the apartment occupancy is grounds for lease termination, and grounds for prosecution for fraud.
2. Tenants are responsible for any, and all, actions of their guest(s) while on Jewel Lake Villa property. Tenants shall be held responsible for any violation of the House Rules/Lease by a guest/visitor. Even beyond Jewel Lake Villa borders, a resident's tenancy can be adversely affected by the actions of their guest(s), (see more detail in item #23 of the Jewel Lake Villa lease). A tenant associating with persons engaged in illegal activity, on or off the property, can be cause for lease termination.
3. Tenants are responsible for the conduct of their children, and must supervise them. Children are not allowed to play in the hallways, stairwells, or laundry rooms. Tenants are also responsible for their children's friends while on Jewel Lake Villa property, and in their company. There is a 10:00 p.m. curfew for all children not accompanied by an adult.
4. Tenants, and guests, shall have due regard for the peace, comfort, and enjoyment of other tenants in the building. Musical instruments, radios, television sets, CD players, etc., shall be played only at reasonable levels AT ALL TIMES. Any undue noise or disturbances shall constitute grounds for eviction, and is also a violation of Anchorage Municipal law.
5. A notice served, by management, on a tenant because of a rules/lease violation is not void or otherwise unenforceable because the offending tenant notes that he/she has seen or heard of others who have gotten away with breaking the rules/lease without consequence.
6. Occupants, and their guests, shall NOT treat any Jewel Lake Villa staff members, or their contractors in and unprofessional, or discourteous way. This includes the use of profane/abusive language, and or the use of derogatory slurs, threats, obscene gestures, belligerence, shouting, etc.
7. Walks, driveways, entrances, stairways, and hallways must be kept free of all obstructions. They are not be used for storage of any kind. Unattended items are subject to immediate disposal.

8. LaundryRooms: Laundry machines are to be used for **basic household/personal use items**, and may be operated daily between 7:30 a.m. and 10:00 p.m. Management will not be held responsible for any loss of clothing, any loss of money, or any damages to clothing. Residents are expected to clean up after themselves (including cleaning lint out of traps in dryers). Laundry room trash receptacles are not to be used for household trash disposal – dumpsters are provided outside for household trash.
9. All payments received from a tenant will be applied to the oldest outstanding charges associated with that tenant's occupancy, including utility charges, late fees, damages/cleaning fees, and rent.
10. Smoking in, or around, common areas (hallways, laundry rooms, entry areas) is a violation of Anchorage Municipal Law (AMC 16.65) and against the Jewel Lake Villa House Rules. Smokers must be more than 20 feet from a common area.
11. Littering is not permitted, and is also a violation of Anchorage Municipal law. **THIS INCLUDES THROWING CIGARETTE BUTTS ON THE GROUND.** Tenants shall use designated trash containers to dispose of trash. Trash must be put inside the trash containers, and not left beside them. Be aware that children may lack the physical conditioning to perform this task, and ultimately the adult tenants are responsible for compliance. Tenants shall not store any amount of trash outside their apartment for any length of time.
12. Tenants shall not penetrate the surface of the walls, and ceilings, in their apartment with any devices such as nails, screws, anchors, picture hooks, etc. The use of "adhesive" types of hangers is permitted.
13. Routine requests for maintenance should be reported Monday through Friday between 8:00 a.m. and 5:00 p.m. to the on-site office. For after hour emergencies, tenants should call the main office number (243-0718) and follow the instructions on the recording. Tenants shall not use the emergency pager for non-emergencies, and will be billed for cost related to non-emergency calls. Loss of apartment keys, vehicle impoundment, and disputes between neighbors after hours **ARE NOT** maintenance emergencies.
14. No barbecues, hibachis, or other portable cooking devices of any kind, shall be used, or stored, at the property.
15. Tenants shall promptly report all leaking faucets, leaking drain piping, leaking/running toilets, and all other defects in the apartment or appliances to the Landlord. No alterations, or additional appliances can be made/installed without the management's prior approval.
16. Heating thermostats **ARE NOT** to be set lower than sixty-five (65) degrees when the outside temperature is below freezing. Tenants will be held responsible for negligent hot water baseboard freeze-ups, and will be held responsible resultant floods.
17. Tenants must inform management of any anticipated absences from the premises in excess of seven (7) days. Shorter absences should be reported to the landlord when outside temperatures are below zero degrees Fahrenheit.
18. Tenant shall use the equipment in the apartment as it was intended. This includes, but is not limited to:
 - a) Keeping objects/utensils, and food items/grease out of the drains.
 - b) Not using garbage disposals as a food/garbage processor. Disposals are for incidental biodegradable items, and not meant to handle large amounts of rice, eggshells, pasta, grease, vegetables/peelings, meats, bones, etc.

- c) Toilets are not to be used for disposal of feminine products, prophylactics, cigarette butts, cosmetics, children's toys, or any other garbage.
- d) Windows are not to be used for dumping/throwing items outside, or for entering/exiting the apartment.

If the management/maintenance staff determines that a tenant and/or their guest is at fault for damage to the property (not related to normal wear), the tenant will be charged for the cost of correcting the problem. The Jewel Lake Villa staff and/or its contractors shall be the definitive authority in apportioning fault, and cost, in such cases.

- 19. With the exception of windows behind kitchen sinks, window coverings are supplied by management. No foil, or any other material, is to be taped on the windows or hung on the rods.
- 20. No pets or animals of any kind are allowed at the property.
- 21. Tenants shall not conduct routine business at the property including daycare, retail sales, service work, yard sales, etc. without the express written consent of the management.
- 22. No signs or placards shall be posted in or about the common areas without permission of the Landlord. Further no wires, cables, antennas, satellite dishes, ropes, or anything else are permitted to be affixed to the building in any way.
- 23. Tenants, their guests, and their children, shall not approach, and shall maintain a safe distance from maintenance staff/contractors operating power equipment such as: Snow blowers, sanding trucks, snow plows, trimmers, vehicles, lawn mowers, etc. Further, even when equipment is not in use, persons are not allowed touch, tamper with, or play around said equipment.

 Tenant

 Date

 JLV Representative

 Date

(Revised 04/01/2008)