

RENTAL WORKSHEET

Lease Agreement – Resident Profile

Signature Date _____ Same as Signature Date (different format) Day _____ Month, Year _____

Rental Address _____ Unit # _____

Rental City _____ Rental County _____ Rental State _____ Rental Zip _____

Property Name _____ Manager's Name _____

Leasing Office Address _____ Leasing Office City _____

Leasing Office Phone Number _____ Leasing Office Hours (M - F) _____ - _____

Resident's Names _____

Occupant 1 _____

Occupant 1 Current Address _____ Current Phone _____

Employer _____ City of Employment _____ Occupation _____

Work Phone _____ Sex ____ Social Security # _____ Date of Birth _____

Occupant 2 _____

Occupant 2 Current Address _____ Current Phone _____

Employer _____ City of Employment _____ Occupation _____

Work Phone _____ Sex ____ Social Security # _____ Date of Birth _____

Occupant 3 _____

Sex ____ Social Security # _____ Date of Birth _____

Occupant 4 _____

Sex ____ Social Security # _____ Date of Birth _____

Occupant 5 _____

Sex ____ Social Security # _____ Date of Birth _____

Occupant 6 _____

Sex ____ Social Security # _____ Date of Birth _____

Occupant 7 _____

Sex ____ Social Security # _____ Date of Birth _____

Monthly Rent \$ _____ Security Deposit \$ _____ Lease Term _____

Beginning Date _____ End Date _____ Second Month Pro-Rated Rent \$ _____

Total # of Occupants _____ Utilities Exceptions _____

Other Addendum 1 _____ Other Addendum 2 _____

Additional Information

Carport # _____ Gate Code _____ Apt. Key(s) _____ Gate Key(s) _____ Mail Key _____

Utility Key _____ Pool Pass # _____ Home Phone _____ Cell/Pager # _____

Assigned Parking # _____ Permit Parking # _____

of Minor Children _____ # of Adult Occupants _____ # of Vehicles _____

Vehicle #1 Make _____ Model _____ Yr _____ Color _____ License # _____ Permit # _____

Vehicle #2 Make _____ Model _____ Yr _____ Color _____ License # _____ Permit # _____

Vehicle #3 Make _____ Model _____ Yr _____ Color _____ License # _____ Permit # _____

Emergency Contact Name _____ Phone# _____ City _____

Emergency Relationship _____

Laundry Hours _____ AM to _____ PM

Pool Hours _____ AM to _____ PM

Insurance Addendum Information

Community ID _____ Email _____

Mailing Address _____

Mailing City _____ Mailing State _____ Mailing Zip _____

LEASE AGREEMENT

This **LEASE AGREEMENT** is made and entered into this _____ day of _____ between Vasona Management, Inc. (hereinafter "Landlord") and the following individuals, jointly and severally (hereinafter collectively Resident(s)) _____

1. LEASED PREMISES: Landlord rents to Resident(s) the premises located at _____, Apt# _____, _____ County, California _____ (hereinafter "the Premises"), which is located within the Apartment Community, commonly know as _____ for use a residence and for no other purpose. Pursuant to Civil Code Section 1962(a)(1) _____ is authorized to manage the premises, whose telephone number and street address at which personal service may be effected is _____.

This manager is also the person authorized by the owner of the Premises (hereinafter "Owner") to act for and on behalf of the Owner for the purpose of service of process and for the purpose of receiving and receipting for all notices and demands.

2. TERM: The term of this agreement shall be for a period of _____ months, commencing on _____ and ending on _____, **AT WHICH TIME THIS LEASE SHALL AUTOMATICALLY RENEW ON A "MONTH-TO-MONTH" TENANCY ON THE SAME TERMS AND CONDITIONS SET FORTH HEREIN, SUBJECT TO AMENDMENT BY LANDLORD AS SET FORTH IN CIVIL CODE SECTION 827 AND TERMINABLE BY EITHER PARTY ON THIRTY DAYS WRITTEN NOTICE IN ACCORDANCE WITH THE PROVISIONS OF CALIFORNIA CIVIL CODE SECTION 1946.** Resident(s) understand that, for reasons beyond the control of Landlord, Landlord may not be able to provide occupancy to Resident(s) on said commencement date (if for example, a former resident of the premises who has given notice to leave cancels the notice or fails to leave by the scheduled date). If for any reason, Landlord is unable to provide occupancy to Resident(s) by the scheduled commencement date, Resident(s)' remedy in this event shall be limited to termination of this agreement and Resident(s) shall in this event be entitled to a prompt refund of any monies paid. Landlord shall have no liability to Resident(s) in this event other than the responsibility to promptly refund any monies paid.

3. RENT: Resident(s) shall pay to Landlord, as rent for said premises, the sum of \$ _____ each month. Said sum shall be paid in full, in advance, on or before the first day of each month. If in any month the rent is paid after the third day of the month, payment must be in the form of cashier's check or money order. If Landlord serves Resident(s) with a three-day notice to pay rent or surrender possession, which Landlord may do on any date after the first of the month, any payment tendered following service of said notice must be in the form of cashier's check or money order. If any check given by Resident(s) is, for any reason whatsoever, return unpaid by the bank upon which drawn, all subsequent payments for the balance of Resident(s)' occupancy of the premises (including the payment necessary to replace the dishonored check) must be in the form of cashier's check or money order unless Landlord agrees, in writing, to waive this requirement. It is the Resident(s) responsibility to be certain that each payment is actually received by Landlord on or before its due date – in this connection it is recommended that Resident personally deliver the payment to the leasing office and request a receipt. Use of a rental payment drop box is for Resident(s)' convenience – the risk of receipt of funds by Landlord when such box is used is Resident(s)' and not Landlords'. Rent payments shall be made without offset or deductions of any kind, except as specifically allowed by law and without demand. Landlord will apply rent received first to any past delinquent rent balance owed by Resident(s) before applying said payment to current rent due. The usual days and hours when rent payments may be made personally are Monday through Friday, _____ a.m. to _____ p.m.

4. RENTAL PRO-RATION: Resident(s) shall pay to Landlord, before taking occupancy of the premises, one full month's rent in addition to a security deposit (See paragraph #5). In the event that Resident(s) take occupancy of the premises on other than the first day of the month, Resident(s) shall pay the sum of \$ _____ on the first day of the month next following the date of Resident(s) take occupancy as and for the pro-rated amount of rent to cover the period through the final day of the second month of occupancy. Commencing on the following month, a full month's rent shall be due each month on or before the first day of the month as set forth in Paragraph #3 above. In the event of a conflict between the amount set forth in this paragraph and the amount which an arithmetic computation would yield based upon the rental rate set forth in Paragraph #3 above divided by thirty with the result multiplied by the number of days in the pro-ration period, the amount to be determined by said arithmetic computation shall govern (i.e. if the amount set forth in this paragraph is computed incorrectly, any such error shall not be binding – the amount owing shall be the amount resulting from the correct arithmetic computation of the pro-rate). In all instances where a pro-rated amount of rent is computed during the tenancy, a thirty-day month shall be assumed irrespective of the actual number of days in the month for which the pro-ration is computed.

5. SECURITY DEPOSIT: Resident(s) shall pay Landlord, as security, the sum of \$ _____. This sum shall be applied and accounted for in accordance with the provisions of California Civil Code 1950.5 and any other applicable statutes. Landlord shall not be obligated to pay Resident(s) interest in connection with such security, unless specifically required by local ordinance. It is understood that the security deposit is applicable to all Resident(s) jointly, and need not be accounted for until the permissible statutory period after such time as all Resident(s) have vacated the premises. Any refund due at such time may be made payable jointly to all Resident(s) and it shall be the responsibility of all Resident(s) to work out between themselves the manner of dividing said deposit. In the event that Landlord choose to make the refund to any of the Resident(s) individually (which need not be done until the statutory

time has elapsed after all Resident(s) have vacated the premises), in legal contemplation the payment shall be deemed to have been made to all Residents and Landlord shall have no liability to any Resident(s) for failure of any other Resident(s) to equitably divide any such refund.

6. LATE CHARGE AND NSF CHARGE: Landlord and Resident(s) agree that the actual cost to Landlord when Resident(s) fail to pay rent on time, or when Resident(s) pay rent by a check which is subsequently dishonored by the bank, is difficult or impossible to ascertain, but the parties agree that Landlord does, in the event of late payment, or in the event of a dishonored check, incur certain costs, such as additional bookkeeping and administrative charges, bank charges, lost opportunity cost of the late payment, etc. The parties accordingly agree that, any time the rent for any given month is paid after the third day of such month, Resident(s) will in that month pay to Landlord, as additional rent due with the late payment, a late charge in the sum of \$75.00 and further agree that in the event of a dishonored check, Resident(s) will pay to Landlord, as additional rent due with the payment required to replace dishonored check, a NSF fee in the sum of \$25.00. Both parties agree that the payment of these sums does not constitute a license to pay rent late nor does it constitute a license to pay by dishonored check. Rent remains due on the first day of the month and there is no grace period for the payment of rent. A three-day notice to pay or quit may be served at any time after the first day of the month, irrespective of the existence of the late charge as set forth herein. If such notice is served on or after the fifth day of the month, it may include the late charge (or NSF charge, if applicable) which charges, as set forth above, are payable as additional rent.

7. OCCUPANCY: The premises shall be occupied only by the following persons:

Name: _____	Date of Birth: _____
Name: _____	Date of Birth: _____
Name: _____	Date of Birth: _____
Name: _____	Date of Birth: _____
Name: _____	Date of Birth: _____
Name: _____	Date of Birth: _____
Name: _____	Date of Birth: _____

No other persons have permission to occupy the premises unless such permission is in writing and signed by Landlord or its authorized agent. The acceptance of rent from any other individual shall be deemed to be the payment of rent on behalf of the Resident(s) named above, and shall not constitute permission for the person making the payment to occupy the premises. Should any person not named above make any claim to right of possession of the premises, any such person shall be deemed the guest or invitee of the named Resident(s) and their claim to right of possession shall be denied. Any person named above in Paragraph #7 who is not also named above as a Resident and/or who is not a signatory to this Lease shall be deemed to occupy the premises under the named Resident(s) who are signatories to this agreement and shall be thus deemed the invitees of said named Resident(s). Accordingly, should any such individual not be named in any unlawful detainer action to regain possession of the premises, and should any such individual thereafter make a claim to right of possession of the premises, that claim shall be denied on the basis the individual is the invitee of the named Resident(s) and does not have an independent claim to right of possession of the premises.

8. UTILITIES: Payment of all utilities charges shall be the responsibility of Resident(s), with the exception of _____, which shall be paid by Landlord. Resident acknowledges that the water/sewer and refuse service provided to the subject property is through a meter, which also serves an area outside Resident's dwelling unit. Resident is therefore obligated to pay its pro rata share for said water/sewer and refuse service, to be calculated as follows: The total water/sewer bill will be used to calculate the pro rata share per resident less irrigation water, storm water and late charges. The remaining amount will be divided by the total number of occupants residing on said property and multiplied by the number of occupants in each individual unit to determine each unit's allocation. Trash collection bills will be on a flat rate per apartment. Management will pay for all common area water, sewer and trash. The unit will be occupied by _____ number of total resident's for the purpose of calculating the said pro-rated utility allocation.

Resident must make payment of the charges due within 20 days of the date of each utility bill is issued or Resident's payment will be late. If a payment is received after that time, Resident will be responsible for paying a late fee for each utility payment that is late in the amount of \$7.00. There is a \$25.00 NSF fee for any returned checks with insufficient funds. Utility payments are due as additional rent each month. The failure to pay utility payments pursuant to this paragraph constitutes a material and substantial breach of the lease agreement and may lead to immediate eviction procedures. Management is entitled to use Resident's security deposit to recover unpaid utility charges. Utility bills will be issued to resident on a monthly basis, with timing based on the billing cycle of the Utility Provider's bill to Management. However, when resident moves out, there will be a need to prepare a special bill ("on-demand bill") that has a cut-off on the date when the resident vacates the apartment unit. The Billing Provider will issue an on-demand bill to Resident's last known mailing address and deliver a copy to Management. If the bill remains unpaid for three days, it may be deducted from Resident's security deposit. If Resident moves into or out of the apartment on a date other than the first of the month, then Resident will be charged for the full period of time that Resident was living in, occupying, or responsible for payment of rent or utility charges on the apartment. If Resident breaks or breaches the Lease, Resident will be responsible for utility charges through the time it takes for Management to retake possession of the apartment, regardless of whether Resident is still occupying the apartment. Management is not liable for any losses or damages Resident incurs as the result of outages, interruptions, or fluctuations in utilities provided to Resident's apartment unless such loss or damage was the direct result of negligence of Management or its employees. Resident releases Management from any and all such claims and waive any claims for offset or reduction of rent or diminished rental value of

the apartment due to such outages, interruptions, or fluctuations. After the signing of the Lease, Resident will be charged a New Account Fee of \$5.50 to establish the utility billing account. If Resident's utility billing account was already established under a prior Lease, then Resident will not be billed for a New Account Fee. As a regular part of each monthly bill, Resident will be charged and must pay a monthly Service Fee. This Service Fee is in addition to the utility service charges for which Resident is billed, and it is collected by the Billing Provider for Management and is used to pay administrative and billing expenses incurred and shall be \$3.50 per bill. Management may modify this monthly Service Fee by giving Resident 60 day's written notice of the increase. _____ (INITIAL)

- 9. JOINT AND SEVERAL LIABILITY AND AUTHORITY:** All persons signing this agreement as Resident(s) shall remain jointly and severally liable for all obligations arising hereunder, whether or not they remain in actual possession of the premises. The giving by an individual Resident of a notice of termination of tenancy shall not terminate the Lease as to that Resident unless all Resident(s) vacate the premises by the agreed date. Landlord may, however, treat any such notice as a notice binding against all Resident(s) of the premises, and may institute unlawful detainer proceedings against all Resident(s) in the event that they do not restore possession of the premises to Landlord on or before the end of the notice period. Conversely Landlord may, at its sole option, in the event that one or more Resident(s) give notice but all Resident(s) do not return possession of the premises to Landlord within the notice period, continue the tenancy in effect and, if Landlord does so, all Resident(s), including Resident(s) giving notice shall remain full liable for all obligations arising hereunder whether or not they remain in occupancy of the premises.
- 10. NOTICES:** Any notice which Landlord gives to Resident(s) shall be deemed properly served (whether or not actually received by Resident(s)) if served in the manner prescribed in Code of Civil Procedure section 1162. If Landlord fails to serve notice in accordance with the provisions of Code of Civil Procedure section 1162, but Resident(s) actually receive the notice, the actual receipt of shall be deemed to cure any defects in the manner of service and notice shall be deemed properly and personally served. Service upon any of the Resident(s) of the premises shall be deemed valid service upon all Resident(s) – it is not necessary to individually serve each Resident.
- 11. ACCESS TO PREMISES:** The parties agree that the provisions of California Civil Code section 1954 (and any other applicable statutes or amendments which might be enacted subsequent to the execution of this Lease) govern the rights and duties relating the Landlord's access to the leased premises. Resident(s) agree to comply with said statutory provisions and to permit Landlord access to the premises in accordance with said provisions. Resident(s) agree that, should they deny Landlord access to the premises when Landlord is in compliance with statutory requirements and entitled to access shall be deemed a material and incurable breach of this Lease and shall entitle Landlord to serve Resident(s) with a three-day notice terminating tenancy.
- 12. MISSTATEMENTS ON APPLICATION:** Resident(s) have completed an application in connection with securing this Lease. Landlord relied upon the statements set forth in said application in deciding to rent the premises to Resident(s). It is agreed that, should Landlord subsequently discover any misstatements of fact in the Resident(s)' application, any such misstatements shall be deemed a material and incurable breach of this Lease and shall entitle Landlord to serve Resident(s) with a three day notice terminating the tenancy.
- 13. USE OF PREMISES:** Resident(s) agree that the premises are rented for residential use only. Resident(s) shall not use the premises as a business address, nor shall Resident(s) conduct any business activities on the premises. Conducting business activities include, without limitation, using the premises as a mailing address for a business enterprise, having a business telephone line in the premises, having business clients meet with Resident(s) at the premises, having business stationary setting forth the address of the premises as a business address, assembling or manufacturing any product upon the premises, or otherwise holding out the premises as the address of any business. Resident(s) additionally agree not to permit the premises to be used for any illegal purpose, nor to engage in any illegal actions upon the premises or upon the grounds of the apartment community. Resident(s) agree not to have any illegal narcotics in the premises or on the grounds on the apartment community. The violation of this provision shall be deemed a material and incurable breach of this Lease and shall entitle the Landlord to serve Resident(s) with a three-day notice terminating tenancy. Nothing set forth herein shall be deemed as disallowing any use of the premises that cannot legally be prohibited.
- 14. ASSIGNMENT AND SUBLETTING:** Resident(s) shall not assign this Lease nor sublet all or any part of the Lease premises. Permitting any person not named as an occupant or as a Resident in this Lease to occupy the leased premises shall be deemed an improper subletting of the leased premises and shall subject the tenancy to termination. Any attempted subletting or assignment in violation of this provision shall be void.
- 15. CONDITION OF PREMISES—ALTERATIONS:** Resident(s) has inspected the premises and acknowledges the same is in good and habitable order and repair at the time Resident(s) is given occupancy. Resident(s) agree not to make any alterations or improvements to the leased premises without prior written consent of Landlord.
- 16. LIABILITY:** Landlord shall not be liable to Resident(s) or to any guests or invitees of Resident(s) for any damage or losses to person or property arising from any cause including, but not limited to, theft, burglary, assault, vandalism, fire, flood, water leaks, rain, hail, ice, snow, smoke, lighting, wind, explosion, interruption of utilities, earthquake, or any other condition over which the Landlord has no control. Resident(s) agree to obtain Renter's Insurance in an amount sufficient to cover any personal possessions of Resident together with a reasonable level of liability coverage for the actions of Resident(s) or Resident(s)' guests or invitees.
- 17. SUBORDINATION:** This Lease and all rights of Resident(s) arising hereunder are expressly agreed to be subject and subordinate in all respects to the lien of any present or future mortgages which are or may be placed upon the property of Landlord or assigns of Landlord and to all other rights acquired by holder of any such mortgage(s). As used herein, the term "mortgage" shall include all deeds of trust or any similar security interest.

- 18. SUCCESSORS IN INTEREST:** If the property is sold or ownership interest otherwise transferred, the successor in interest of Landlord shall be deemed assignee of all rights arising hereunder, and shall be entitled to enforce the provisions of this Lease as against Resident(s). Nothing in this provision shall be construed as conflicting or superceding the forgoing subordination clause (Paragraph #17 above) or requiring a continuation of tenancy in the event of foreclosure other involuntary transfer of ownership.
- 19. COMMUNITY POLICIES AND RULES:** Resident(s) acknowledge receipt of a copy of the Community Policies and Rules, which Rules are incorporated into and made part of this Lease. Resident(s) agrees to abide by said Community Policies and Rules in all respects. Any Community Policies and Rules may be changed on thirty day notice, and Resident(s) agree to abide by any such changes. Any failure to comply with Community Policies and Rules shall be deemed a breach of this Lease.
- 20. DUTY TO CLEAN AND VENTILATE:** Resident(s) hereby acknowledge that mold and mildew can grow in the Premises if the Premises is not properly maintained and ventilated. Resident(s) acknowledge that it is important that Resident(s) regularly allow air to circulate in the apartment. Resident(s) agree to regularly allow air to circulate in the Premises by using bathroom fan(s), using ceiling fans, where available, and regularly opening the windows and/or sliding doors where available. Since it is common for mold and mildew to grow if even a small amount of moisture builds up, Resident(s) also agree to clean all toilets, sinks, counter-tops, showers, bathtubs and tile or linoleum floors with household cleaner on a weekly basis. Landlord knows of no damp or wet building materials and knows of no mold or mildew contamination. Accordingly, Landlord and Resident agree that in the event mold or mildew grows in the Premises, it will be presumed that such growth is the result of Resident(s) neglect. If Resident(s) notice mold or mildew growing in the Premises, Resident(s) agree to notify Landlord, in writing, immediately. Any failure to comply with the requirements of this Paragraph 20 shall be deemed a material breach of this Lease.
- 21. PETS:** No pets are permitted without prior written consent of the Landlord. Any such consent may be revoked at any time, with or without cause, by giving ten (10) days written notice. Except to the extent written permission is given, pets may not be brought on the premises, whether such pets belong to Resident(s) or to any person. The presence of any pets as to which written permission has not been given and is not currently in force, even if such pets are "just visiting", shall be deemed a material and incurable breach of this Lease and shall be cause for the service of a three day notice terminating tenancy.
- 22. SMOKE DETECTORS:** Resident shall be responsible for testing the device weekly and immediately reporting any problems, maintenance or need for repairs to Landlord. If battery operated, Resident is responsible for changing the detector's battery as necessary. Landlord shall have a right to enter the premises to check and maintain the smoke detection device as provided by law.
- 23. HOLD HARMLESS:** Resident(s) agree to indemnify and hold Landlord harmless and to indemnify Landlord for any costs of defense from any claim arising out of any death or injury to any person, or any damage to property, if such injury or damage is caused directly or indirectly by the act, omission, negligence, or fault of Resident(s) or Resident(s)' guest(s) or invitee(s).
- 24. WAIVER:** Landlord's failure on any occasion to require strict compliance with any provision of this Lease or to exercise any rights arising hereunder shall not be deemed a waiver of Landlord's right to subsequently enforce any such provision or to insist upon any such right. The fact that Landlord may have accepted late payment(s) on one or more occasions shall not be deemed a waiver of Landlord's right to insist upon timely payment of rent nor to exercise any remedy available for late payment of rent. Acceptance of rent following a breach of this agreement shall not be deemed to constitute a waiver of such breach. No custom or practice that may develop between parties in the course of tenancy shall be construed to waive the right of Landlord to enforce any provision of this Lease.
- 25. TIME IS OF THE ESSENCE:** Time is of the essence with respect to the provisions of this Lease. This provision shall be interpreted in its strictest sense irrespective of the relative hardship of the parties.
- 26. ASBESTOS DISCLOSURE; OPERATION AND MAINTENANCE PROGRAM:** Asbestos is a mineral on the list of chemicals known to the State of California to cause cancer. Asbestos is present in the sprayed-on acoustic ceiling material (which has a "cottage cheese" appearance) in the Premises and in hallways and other areas in the building in which the Premises are located. Asbestos may also be present in other materials on the Premises and the buildings, including insulation fireproofing and floor tiles.

Landlord has instituted operations and a maintenance program directed at maintaining the Premises in accordance with any applicable Federal and State Safety requirements regarding asbestos-containing material. This program is designed (among other things) to prevent release of asbestos fibers into the air; minimize disturbance of damage to asbestos-containing material; monitor the conditions of materials and air in the building; and regulate maintenance, renovation and construction activities. No matter how small the percentage of such material may be, Resident(s) and Resident(s)'s invitees shall comply with such rules and regulations as Landlord from time to time may prescribe in connection with Landlord's operations and maintenance program, including, without limitation the following:

- i. Hazardous materials: Resident(s) shall not take or allow any action which in any way damages or disturbs all or part of the ceiling or floor tiles in the Premises, including, but not limited to: piercing the surface of the ceiling or floor tiles by drilling or any other method; hanging plants, mobiles or other objects from the ceiling; allowing any objects to come into contact with the ceiling; permitting water or other liquids to come into contact with the ceiling; painting or undertaking any repairs or improvements with respect to the ceiling;

- ii. Resident(s) shall notify Landlord immediately in writing (a) if there is any damage to or deterioration of the ceiling or floor tiles in the Premises, including, without limitation, loose, cracking, hanging, or dislodged material, water leaks, or stains in the ceiling or floor tiles; or (b) upon the occurrence of any of the activities described in Paragraph (I) above.

_____ (INITIAL)

27. LEAD-BASED PAINT DISCLOSURE AND WARNING: Lead Warning Statement. Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, Landlords must disclose the presence of known lead-based paint and/or lead based paint hazards in the dwelling. Resident(s) must also receive a federally approved pamphlet on lead poisoning prevention.

LANDLORD'S DISCLOSURE (check all appropriate lines below)

- _____ Landlord has no knowledge of lead-based paint and/or lead-based paint hazards in the Premises.
- _____ Landlord has no reports or records pertaining to lead-based and/or lead-based paint hazards in the Premises.
- _____ Landlord knows that lead-based paint and/or lead-based paint hazards are present in the Premises (explain) _____
- _____ Landlord has reports or records pertaining to lead-based paint and/or lead-based hazards in the Premises and has provided Resident(s) will all available records and reports, which are attached to and made part of this Lease. (list documents) _____

RESIDENT(S) ACKNOWLEDGEMENT

- _____ Resident(s) have received copies of all information listed above, if any.
- _____ Resident(s) have received the pamphlet *Protect Your Family from Lead in Your Home*.

28. SEVERABILITY: If any provision of this Lease is invalid under acceptable law, such provisions shall be ineffective to the extent of such invalidity only, without invalidating the remainder of this Lease agreement.

29. REGISTERED SEX OFFENDERS NOTICE: The California Department of Justice, sheriff's departments, police departments serving jurisdictions of 200,000 or more and many other local law enforcement authorities maintain for public access a database of the locations of persons required to register pursuant to paragraph (1) of subdivision (a) of Section 290.4 of the Penal Code. The database is updated on a quarterly basis and a source of information about the presence of these individuals in any neighborhood. The Department of Justice also maintains a Sex Offender Identification Line through which inquiries about individuals may be made. This is a "900" telephone service. Callers must have specific information about individuals they are checking. Information regarding neighborhoods is not available through the "900" telephone service.

30. PROPOSITION 65 NOTICE: The Premises as well as the common areas in and around the Apartment Community contain at least one of the following chemical(s) known to the State of California to cause cancer or reproductive toxicity and for which warnings are now required. These chemicals include, but are not limited to: tobaccos, smoke, lead components, asbestos, carbon monoxide, and gasoline components.

31. SATELLITE DISH PROVISION: Landlord will permit resident to install a satellite dish for personal, private use on the premises under the following conditions: 1) The satellite dish must be one (1) meter or less in diameter; (2) The satellite dish may only be installed on the inside balcony, patio, or terrace that is under the exclusive control of the Resident. Said satellite dish, or any part thereof, shall not extend beyond the balcony, patio, or terrace railing; (3) Resident is specifically prohibited from making physical modifications to the premises and is prohibited from installing said dish in the common areas of the premises, including, but not limited to outside walls, roofs, window sills, common balconies, or stairways; (4) Resident shall not install said satellite dish in a manner which causes physical or structural damage to the premises, excluding ordinary wear and tear, including but not limited to holes drilled through exterior walls; (5) Resident shall install, maintain, and remove said satellite dish in a manner which is consistent with industry standards and shall be liable for any damage or injury sustained as a result of the negligent installation, and/or maintenance, and/or removal of said satellite dish; (6) Resident shall indemnify, defend and hold Landlord harmless for any damage or injury resulting from said negligence, including paying Landlord' fees and costs; (7) Resident shall obtain and at all times retain a liability insurance policy for said satellite dish with a minimum of \$100,000 coverage, and cause Landlord to become an "additional insured" under said policy. Resident shall provide proof of said insurance to the satisfaction of Landlord before said satellite dish is installed.

32. ENTIRE AGREEMENT: This Lease sets forth the entire agreement between the parties with respect to the matter set forth herein. It shall not be altered nor modified unless such alteration or modification is in writing and signed by all signatories hereto. No verbal agreements or representations have been made or relied upon by either party or any agent or employee of either party, and neither party, nor any agent or employee or either party is entitled to alter any provisions of this Lease by any verbal representations or agreements to be made subsequent to the execution of this Lease. The foregoing notwithstanding, should Resident(s) hold over after the expiration of the lease term on a month-to-month holdover basis, Landlord may change any provision of this Lease without consent of Resident(s) in the manner prescribed by California Civil Code section 827.

33. ATTORNEY'S FEES: If any legal action or proceeding is brought by either party to enforce any part of this Lease Agreement, each party shall be responsible for their own attorney's fees and court costs.

34. ELECTION TO HAVE TRIALS BY COURT RATHER THAN JURY: Landlord and Resident(s) recognize that, in the event of litigation between the parties, California statutes permit the parties to elect to have factual issues tried to a jury or that they have the right to choose to waive a trial by jury and have factual issues tried to a Court sitting without a jury. The parties agree that jury trials are expensive and time consuming, and that the costs attendant to jury trials generally outweigh the potential benefits to either party in landlord-tenant litigation, where matters can frequently be resolved by summary proceedings which, in the absence of a jury trial, can be expeditiously commenced and concluded at minimum cost to all parties. Accordingly, Landlord and Resident(s) agree to exercise their right to choose the manner of trial (jury or Court) by choosing to waive a jury trial in connection with any litigation arising out of this agreement, including but not limited to any unlawful detainer action filed to regain possession of the leased premises. Should any party to this Lease in contravention of this provision attempt to demand a jury trial, this Lease may be submitted to the Court or other tribunal and shall constitute a formal waiver of such jury demand; additionally, in such event the parties consent that the offending party shall be deemed to have filed said jury demand in bad faith and for the purpose of creating delay and may, in the discretion of the Court or other tribunal, be ordered to pay monetary sanctions to the non-offending party – additionally, the payment of such sanctions may be made a condition of precedent for the further prosecution or defense of the matter by the offending party.
_____ (INITIAL)

35. ADDENDA: By initially as provided, Resident acknowledges receipt of the following optional addenda, as indicated, copies of which are attached hereto, marked by page number(s) and are incorporated as part of this Lease agreement.

- (initial) _____ A. Community Policies and Rules
- (initial) _____ B. Move In / Move Out List
- (initial) _____ C. Waterbed Agreement (if applicable)
- (initial) _____ D. Pool Rules
- (initial) _____ E. MSDS Pest Control Addendum
- (initial) _____ F. Insurance Facts for Residents
- (initial) _____ G. Other Addendum _____
- (initial) _____ H. Other Addendum _____

36. SIGNATORIES: The undersigned Resident(s), whether or not in actual possession of the premises, are jointly and severally responsible for all obligations arising hereunder (see Paragraph #9 above). This lease shall not be considered to be in full force and effect until signed by Landlord or Landlord's authorized agent. Landlord may, without liability, refuse to enter into this Lease and may refuse to allow Resident(s) to occupy the premises at any time prior to signing this Lease. Anything to the contrary in this provision notwithstanding, Resident(s) shall be fully liable for all obligations arising hereunder, and Landlord may enforce the provisions of this Lease as against Resident(s) if, for any reason, or by any means, Resident(s) obtain occupancy to the premises before such time as this Lease has been signed by Landlord or Landlord's authorized agent.

AS STATED IN PARAGRAPH #2 OF THIS LEASE AGREEMENT, UPON TERMINATION OF THE SAID TERM, THIS LEASE SHALL AUTOMATICALLY RENEW ON A "MONTH-TO-MONTH" TENANCY ON THE SAME TERMS AND CONDITIONS SET FORTH HEREIN, SUBJECT TO AMENDMENT BY LANDLORD AS SET FORTH IN CIVIL CODE SECTION 827 AND TERMINABLE BY EITHER PARTY ON THIRTY DAYS WRITTEN NOTICE IN ACCORDANCE WITH THE PROVISIONS OF CALIFORNIA CIVIL CODE SECTION 1946.

_____ Landlord	_____ Resident
_____ Dated	_____ Resident
	_____ Resident
	_____ Resident
	_____ Resident
	_____ Resident
	_____ Resident
	_____ Resident

Resident Profile

Please complete the following for our resident files. The information you give us is for office use only and will be held in strictest confidence. Thank you for your cooperation.

Apartment # _____ Move in Date _____ Carport # _____ Gate Code _____

Apt Key(s) _____ Gate Key(s) _____ Mail Key _____ Utility Key _____ Pool Pass # _____

Home Phone _____ Cell / Pager # _____

Number of minor children _____ Number of adult occupants _____

Name of all occupants including children:

NAME	SEX	SOCIAL SECURITY	BIRTHDATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Employer _____

Work Phone _____

Occupation _____

City of Employment _____

Employer _____

Work Phone _____

Occupation _____

City of Employment _____

Number of Vehicles _____

<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>Color</u>	<u>License #</u>	<u>Permit #</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

In case of an emergency contact:

Name _____

Phone _____

City _____

Relationship _____

PARKING RULES
Vasona Management Properties

Resident(s) Name _____

Apartment Number _____

Assigned Parking Number _____

Permit Number _____

To our new residents:

You have been provided with one assigned parking stall and given a coordinating parking sticker. Please place your sticker on the rear view mirror of your vehicle. Additional stickers are available upon request.

Parking in red zones, another marked stall, in front of trash bins, backing in to the stall, or blocking driveways will result in that vehicle being towed at the owner's expense. The tow company is not required to give any type of warning, verbal or written, prior to towing.

You are responsible for your guests and where they park. Any assigned stall is off limits to guests.

Your vehicle must be currently licensed, registered and in operable running condition. If it is not, it will be towed at the owner's expense. For further information regarding parking rules and regulation, please read your rental information guide that you received in your move in package.

I have read and understand, and agree to abide by the above said policies while residing at the apartment.

Signature _____

Date _____

Signature _____

Date _____

Signature _____

Date _____

Signature _____

Date _____

Signature _____

Date _____

Agent for Owner _____

Date _____

Parcel/Package Release

Serving the needs of our residents is our primary goal. If we can help our residents reduce the many chores that add to the stress of today's lifestyle, we are happy to help.

UPS and US mail parcels/packages can be accepted in the leasing office for residents when the delivery person is unable to deliver to your home. As a courtesy to you, we will accept and hold your parcel for up to 24 hours to allow you to pick it up on the day of delivery. As an added service, we will place your packages inside your apartment door with a note notifying you the time we delivered your package. This saves our residents unnecessary trips to the post office or UPS office to claim their parcels/packages. In order to have your parcels accepted in the office, please sign this agreement.

The undersigned resident(s) hereby release Vasona Management apartment homes and its employees of any responsibility for lost and/or damaged parcels left for me/us by UPS or US mail delivery.

Packages/parcels can be picked up from the rental office during normal business hours _____ a.m. to _____ p.m.

Resident _____

Date _____

Resident _____

Date _____

Resident _____

Date _____

Resident _____

Date _____

Resident _____

Date _____

Unfortunately, we are unable to except delivery or storage of items in the excess of 100 pounds in weight, or max size of 3 ft. by 5 ft.

INSURANCE FACTS FOR RESIDENTS

TO: Resident(s)

Address/Unit: _____

The purpose of this letter is to inform you concerning insurance coverage so that you can protect yourself against loss, if you wish, and to help prevent misunderstanding about the owner's insurance coverage. It is not an effort by the owner/agent to change responsibilities – that is done by the state legislature and the courts.

1. Generally, except under special circumstances, the OWNER IS NOT legally responsible for loss to the resident's personal property, possessions or personal liability, and OWNER'S INSURANCE WILL NOT COVER such losses or damages.
2. If damages or injury to owner's property is caused by resident's guest(s) or child (children), the owner's insurance company may have the right to attempt (under the "subrogation clause") to recover from the resident(s) payments made under owner's policy.
3. Following is a non-inclusive list of examples of possible misfortunes that, except for special circumstances, you could be held legally responsible for:
 - a. Your babysitter injures herself in your unit.
 - b. Your defective electrical extension cord starts a fire, which causes damage to the building and your personal property and or the personal property of others.
 - c. A friend, or your handyman, is injured while helping you slide out your refrigerator so you can clean behind it.
 - d. While fixing your television set, a handyman hired by you is injured when he slips on the floor you have just waxed.
 - e. Your locked car is broken into and your personal property and that of a friend is stolen.
 - f. A burglar breaks your front door lock and steals your valuables or personal property.
4. If you desire to protect yourself and your property against loss, damage, or liability, the owner strongly recommends you consult with your insurance agent and obtain appropriate coverage for fire, theft, liability, worker's compensation and other perils.

The cost is reasonable considering the peace of mind, the protection, and the financial recovery of loss that you get if you are adequately protected by insurance.

Date

Resident

Date

Resident

Date

Resident

Date

Resident

Date

Resident

Date

Owner/Agent

**ADDENDUM TO LEASE AGREEMENT
PESTICIDE CONTROL**

This Agreement is entered into this ____ day of _____ by and between
_____(Owner) and
_____(Resident).

IN CONSIDERATION OF THEIR MUTUAL PROMISES, owner and resident(s) agree as follows:

Resident has been informed and received a list of pesticides used on the premises located at:

_____, Unit # (if applicable) _____

- 1. _____
- 2. _____
- 3. _____
- 4. _____

This addendum is to be effective as of _____ (Move-in Date)

Resident(s)_____	Date_____
_____	Date_____
_____	Date_____

Owner/Agent_____	Date_____
------------------	-----------

MOVE IN / MOVE OUT LIST (side A)

Resident Name(s)	Move in date
Address/ Apt #	Move out date

The condition of these premises is clean, undamaged, in good working order and adequate for customary use unless otherwise noted hereon. Use codes and comments to describe exceptions. Cross out items not applicable.

CODES: **NCC** - Needs Complete Cleaning **REP** - Replace **SC** - Needs Spot Cleaning
RPR - Repair **PT** - Needs Painting **SCR** - Scratched

	MOVE-IN	MOVE-OUT	EST. COST
KITCHEN			
Ceiling			
Doors			
Walls			
Floors			
Hood/Filter			
Counter top			
Sink/Faucets			
Drains/Disposal			
Cabinet/Doors			
Shelves/Drawers			
Under Sink			
Windows			
Screens			
Curtains/Blinds			
Elec. fixtures			
Light bulbs			

STOVE/OVEN			
Stove-Outside			
Burners			
Drip Pans			
Vent			
Timer/Controls			
Oven Surfaces			
Oven Racks			
Broiler Pan			
Light			

REFRIGERATOR			
Inside (all parts)			
Outside			

DISHWASHER			
Outside/Controls			
Inside (all parts)			

LIVING ROOM			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Drapes/Blinds			
Shades/_____			
Floor			
Closet			
Elec. Fixtures			
Light bulbs			
Fireplace			

	MOVE-IN	MOVE-OUT	EST. COST
1st BATH			
Ceiling			
Walls/Tile			
Floors			
Cabinets			
Shelves			
Doors			
Mirror			
Tub/Shower			
Caulking			
Shower Door/Tracks			
Basin			
Drains			
Faucets			
Counter tops			
Exhaust fan			
Bowl/Seat			
Towel racks			
Window			
Screen			
Elec. Fixtures			
Light bulbs			

2nd Bath			
Ceiling			
Walls/Tile			
Floors			
Cabinets			
Shelves			
Doors			
Mirror			
Tub/Shower			
Caulking			
Shower Door/Tracks			
Basin			
Drains			
Faucets			
Counter tops			
Exhaust fan			
Bowl/Seat			
Towel racks			
Window			
Screen			
Elec. Fixtures			
Light bulbs			

DINING ROOM			
Walls			
Ceiling			
Drapes/Blinds			
Shades/_____			
Closet			
Doors			
Floor			

CODES:

NCC - Needs Complete Cleaning **REP** - Replace **SC** - Needs Spot Cleaning
RPR - Repair **PT** - Needs Painting **SCR** - Scratched

	MOVE-IN	MOVE-OUT	EST. COST
DINING ROOM			
Windows			
Screens			
Elec Fixtures			
Light Bulbs			

1st BEDROOM			
Walls			
Ceiling			
Windows			
Screens			
Drapes/Blinds			
Shades/_____			
Doors			
Closet			
Floor			
Elec. Fixtures			
Light Bulbs			

2nd BEDROOM			
Walls			
Ceiling			
Windows			
Screens			
Drapes/Blinds			
Shades/_____			
Doors			
Closet			
Floor			
Elec. Fixtures			
Light Bulbs			

3rd BEDROOM			
Walls			
Ceiling			
Windows			
Screens			
Drapes/Blinds			
Shades/_____			
Doors			
Closet			
Floor			
Elec. Fixtures			
Light Bulbs			

HALL/STAIRS/ENTRY			
Walls			
Ceiling			
Windows			
Screens			
Drapes/Blinds			
Shades/_____			
Doors			
Closet			
Floor			
Elec. Fixtures			
Light Bulbs			

	MOVE-IN	MOVE-OUT	EST. COST
SERVICE PORCH			
Walls			
Ceiling			
Closet/Cabinets			
Windows			
Curtains			
Shades			
Blinds			
Screen			
Floor			
Door			
Elec. Fixtures			
Light bulbs			

FRONT PORCH			
Elec. Fixtures			
Light bulbs			

BACK PORCH			
Elec. Fixtures			
Light bulbs			

GARAGE/CARPORT			
Elec. Fixtures			
Light bulbs			

MECHANICAL			
Hot water heater			
Furnace			
Air conditioner			
Air cond. Filter			
Smoke detector			
Thermostat			

# OF KEYS			
Door			
Laundry Room			
Mail box			

Move in comments

Move out comments

Move-Out Inspection	Date	Time	AM
By		By	PM

I understand that all discrepancies other than those noted will be Resident's responsibility and will be deducted from the security deposit at time of move out. Resident has three (3) business days to return this form to management. Failure to return this form within 3 days shall imply that resident has accepted the apartment and that this apartment was in perfect condition.

 Resident

 Resident's

 Resident

 Forwarding

 Owner/Agent

 Address

USE AND CARE HELPSHEET

USE AND CARE OF YOUR DISHWASHER

1. Always use recommended dishwasher soap only.
2. Rinse off dishes before putting them into machine.
3. Load dishes properly. Do not overload.
4. Run water in the sink until hot before turning on the machine.
5. Never put bottle caps or small plastic items in machine
6. Never force any mechanism, dial or lever. If you have any problems, please contact the office.
7. Always report any leaks or unusual noises to the office.

USE AND CARE OF YOUR MICROWAVE

1. When cleaning, use only sponge or soft cloth and mild non-abrasive soaps or detergents.
2. Do not run the microwave empty.
3. Do not use any metal/foil in microwave.

USE/CARE OF YOUR REFRIGERATOR

1. Avoid continually opening door. This reduces the cooling efficiency.
2. Keep unit clean inside and out. Clean and dust behind and under unit.
3. Do not hang on the door. Hinges can be damaged by too much weight.
4. When cleaning, a teaspoon of vanilla in the water will give it a clean fresh smell.
5. You may need to adjust your thermostat in the summer.

USE/CARE OF YOUR DISPOSAL

1. This unit is intended for the disposing of soft food waste, and with proper care will give you good and dependable serves.
2. Do not put bones, fibrous vegetables (celery, artichokes, leaves, etc.) or other hard or stringy items in disposal.
3. Always run cool water in sink while unit is running. Run motor and water long enough to dispose all waste.
4. Keep all non-food items out of the unit at all times. (Bottle caps, silverware, etc.)
5. Keep fingers out of unit.
6. If unit stops:
 - a. Turn unit off
 - b. Push re-set button (on bottom of unit)
 - c. Turn on again, if still stuck:
 - d. Turn unit off. With a wooden spoon handle turn blades.

USE/CARE OF YOUR FIBERGLASS TUB/SHOWER

1. Do not drop heavy objects in tub or allow fiberglass to chip.
2. Clean often with proper cleanser: for normal cleaning use warm water and a liquid cleaner such as Mr. Clean. Use a sponge or cloth.
3. **Do not use abrasive cleaners, steel wool, scrapers or sandpaper.**

Initial _____

Vasona Management Apartment Home Resident Policies and Rules

PLEASE READ EVERY WORD OF THE RENTAL AGREEMENT INCLUDING THE COMMUNITY POLICIES. There is no fine print or deceptive language. The policies are established for your comfort and safety. The management seeks to promote understanding and cooperation between the staff and the residents.

RENT:

All rent is due in full on or before the first day of each month. Vasona Management has a no-cash policy. Rent shall be paid by check, money order or cashiers check. Rent that is paid after office closure of the third day of the month shall include a \$75 late charge.

Rent paid with a bad check is considered rent not paid and therefore subject to a \$75 late charge and legal notice. The charge for a returned check is \$25. A bad check must be paid by money order or cashiers check only. Residents shall be required to pay rent with money order or cashiers check only after one (1) returned personal checks.

PARKING:

Each apartment is provided one or two parking stalls. Residents shall use only the parking stall/stalls assigned to their apartment. Residents shall park only in a forward position in their assigned stall(s). Please DO NOT back into your stall(s). Please display assigned parking sticker in the designated area.

Parking in red zones, another marked stall, in front of trash bins, or blocking driveways will result in that vehicle being towed at the owners' expense. The tow company is not required to give any type of warning, verbal or written, prior to towing.

All resident vehicles must be registered in the office and must have a current valid parking permit. The vehicle must be currently licensed, registered and in operable running condition. Any vehicle left in disrepair and not driven for a reasonable period of time may be towed at the owners' expense.

Parking of any recreational vehicle, trailer or boat on the premises is prohibited unless prior consent is obtained in writing from management.

Vehicles shall not be washed on the grounds. No vehicle repair other than minor maintenance shall be preformed on the premises. Lubrication, oil or other coolant changed, de-greasing and any other type of maintenance that might create a nuisance or violation of the city's waste disposal code shall not be preformed on the premises. Do not leave rags, paint, car parts or other nuisances in the parking areas. Residents may be held responsible for any clean-up expense caused by violation of this provision.

Management shall not be held responsible for loss or damage to any vehicle parked on the premises.

NOISE / LOITERING:

Noise from radio, stereo, TV, vacuum, parties or spirited discussion must not impose on other residents. The manager is the sole judge of acceptable noise levels. Large group gatherings or planned parties of over 10 will not be allowed. No loitering in areas such as parking areas, laundry rooms, hallways, stairways and other common areas.

LAUNDRY ROOMS:

Use of the laundry equipment is in accordance with the manufacturer's directions. Do not leave your laundry in the equipment after the cycle is finished. Remember to remove all laundry soap and supplies and leave the room and equipment clean for the next user. Management shall not be responsible for articles or clothes lost, damaged or stolen in or around the laundry room areas. Laundry hours are from _____ a.m. to _____ p.m.

BALCONIES / PATIOS:

Residents shall maintain their own patio, balcony and entryways, including the screen door. Residents shall keep the said areas safe, clean and neat. The balcony and patio shall not be used as storage areas. No clothing, blankets, bath towels, rugs, etc., shall be draped over the railings of patios or balconies or fences. Planters and/or flower boxes must not be placed on balcony ledges/railings. No sweeping or shaking of dust mops or throwing anything out of the patio or balconies or into the stairwell areas. Awnings or screen/shade devices may not be used without the written permission from the management. The resident's outdoor furniture may be placed only on balconies or patios. Exterior lights must be white.

PETS:

No animals shall be kept or be permitted to visit in or about the premises or permitted on the premises or any public or common areas of the property without written permission of management. The only exception is an animal for the physically disabled provided one has adequate documentation.

LOCK OUT:

There is a fee for those who forget their apartment keys after office hours. \$25 will be charged for opening your apartment after normal office hours. Residents may not enter their apartments through the windows.

TRASH REMOVAL:

Management provides trash removal for normal household waste. Residents shall put their normal household garbage in regular dumpsters provided for by management. Residents shall not leave such garbage in front of their door, in laundry rooms, in the lobby or in other common areas of the property. Residents shall be charged \$25 per load if they leave household garbage in common areas.

The city will not remove large items such as furniture, old beds, mattresses and other items too large to be placed in the dumpster. Resident is responsible for taking such items to the dump. Please see management for assistance and information. A minimum of \$40 per load will be charged to residents leaving items on the premises.

OCCUPANCY:

Regular occupants of the premises shall be restricted to those parties listed in the rental agreement. Vasona maintains an occupancy limit as follows:

- 1 Bedroom apartment – 3 people maximum
- 2 Bedroom apartment – 5 people maximum
- 3 Bedroom apartment – 7 people maximum

The stay of any other person(s) shall not exceed two (2) weeks without written authorization from management. If additional occupants stay longer than 14 days from the date of move-in, the resident(s) signatory to rental agreement shall be considered to be in violation of the rental agreement.

Exception: if the additional occupant is a newborn, the newborn shall not be considered an occupant up to one (1) year of age. At that time, if the number of persons allowed to live in the unit exceeds the maximum limitation, as stated in our rental policies, the family would be requested to vacate the unit.

GUESTS:

Guests that are using the recreational facilities must be accompanied by the resident. Guests unaccompanied by residents shall be requested to leave the recreational facilities, including the barbecue lawn areas.

Residents shall be responsible for the safety of his/her guests. The management is not liable for any injury to guests or damages to their property while visiting. Residents shall be liable for any part of the property damaged by his/her guests.

MAIL:

Management shall not be responsible for any articles, packages or letters delivered to or left with its employees.

WINDOWS:

Tin foil, air conditioners, colored drapes, paper or other such items are not allowed in apartment windows or glass doors. Only the original drapes or vertical blinds will be permitted. Any deviation from this must be approved in writing by the manager. Rain-damaged drapes, damaged blinds and or damaged screens are the residents' responsibility.

CEILING FANS:

Ceiling fans have been installed for your comfort. As with anything mechanical, it is subject to misuse or breakage. Please use common sense when operating it. Do not hesitate to notify management if you see a fan out of balance or operating in an unsafe manner.

MAINTENANCE SERVICE:

Please call the rental office during office hours for any maintenance request you have. Please state if it is OK to enter your apartment in your absence to do the repair work requested. Unless it is an emergency, maintenance requests are worked on during office hours, Monday thru Friday. All maintenance requests will be handled within 48 hours unless circumstances are beyond our control.

The management has the right to collect a service charge and the cost of parts on any repair made due to negligence or misconduct on the part of the resident (e.g., kitchen grease fire, broken or damaged windows, doors, screens, cleaning out drain lines, etc.).

HOT WATER DISPENSER:

The hot water dispenser on your sink dispenses boiling water. You need to be extremely careful when using. Vasona Management takes no responsibility for any injuries. It is very important that you do not put any combustible items under the sink such as cleaning fluid or any other flammable cleaning products.

ALTERATIONS & DECORATIONS:

Locks shall not be altered or replaced. No interior decorations, which in any way could damage the premises, shall be permitted without written consent of management. No signs or posters shall be placed in interior or exterior public portion or common areas of the property or the exterior windows of the apartment without the written consent of the management. Pictures shall be hung with only approved picture hooks (those with nails). Use of carpenter’s nails, molly bolts, adhesive or scotch tape on walls is prohibited. Any damage to the walls, woodwork or any part of the premises caused by driving nails, tacks, screws or hooks may be charged to the resident.

IN CONSIDERATION OF YOUR NEIGHBORS:

Conduct such as vandalism, damage to the property, running or jumping on the premises that causes noise or disturbance to the quiet enjoyment of other residents or that constitutes a hazard to the well-being of other residents is prohibited.

SPORTS ACTIVITIES:

Sports activities including but not limited to: bike riding, skateboarding, rollerblading, golf balls, basketballs, baseballs, footballs, soccer balls, Frisbees, etc are prohibited on the premises at all times.

RECREATION FACILITIES:

Residents must be with guests at all times while using the pool or recreational facilities. No person under the age of fourteen (14) years shall be allowed in the pool/recreational area unless under the close parental supervision in manner consistent with the rules and regulations. The recreational area includes, but is not limited to, the pool and its surrounding areas and all other common areas.

POOL RULES:

1. Please observe the posted pool hours. _____ a.m. to _____ p.m.
2. The pool is reserved exclusively for the use of the residents of the community. Residents may invite guests, only by first notifying the management. Residents may not invite more than two (2) guests to use the pool at one time and the resident must be present.
3. No food may be served or eaten in or around the pool area at any time unless approved by the management. If management approves, and the pool area is used for refreshments of any kind, residents will be responsible for leaving it in good, clean condition.

4. No alcoholic beverages shall be served or consumed in or around the pool area at any time unless approved by the management.
5. Running and jumping and/or any other noisy behavior disturbing to other residents is forbidden. Speak in normal tones, don't shout or scream.
6. No radios (without headphones), record players or any other musical devices may be used in or around the pool area unless approved by management.
7. Residents and their guests are required to be properly attired at all times going to and from and in or around the pool area. Sandals or shoes must be worn to and from the pool area at all times.
8. Residents and their guests will please place their own towels over pool furniture when using suntan oil or other lotions. Shower before entering the pool or spa.
9. No toys, inner tubes or any other objects whatsoever will be allowed in the pool at any time unless approved by the management.
10. The management is not responsible for articles lost, damaged or stolen in or around the pool area. Personal articles must be removed when leaving the pool area.
11. No glass in the pool area.
12. No lifeguard on duty. Management does not provide a lifeguard. Swim at your own risk.
13. Residents shall be responsible for their own guests. Residents also assume all liability for themselves and their guests.

THE POOL AND OTHER RECREATIONAL FACILITIES ARE FOR YOUR CONVENIENCE, PLEASURE AND ENJOYMENT. PLEASE COOPERATE IN HELPING TO KEEP THEM CLEAN, SAFE AND QUIET. BE CONSIDERATE OF OTHERS AND REMEMBER TO KEEP THE GATE LOCKED AT ALL TIMES.

LOST, STOLEN OR DAMAGED PROPERTY:

The resident is responsible for his/her personal property. The owner of the apartment community does not insure Resident's personal property.

The resident(s) signatory to the rental agreement indicates responsibility for each and every act of himself/herself, his/her children or any guest or person whom the resident admits onto the property, (e.g. any damage to any part of the property arising from negligence, misuse, vandalism, mischief, malicious or accidental act caused by the guest/person whom the resident admits there unto) shall be charged against the resident.

GUEST AND APARTMENT ENTRY:

Resident is responsible for security of his/her apartment. Always keep doors and windows locked. Where a dead bolt is installed, use it at all times.

Management will not admit guest in resident's absence under any circumstances without prior written authorization from the resident. Advise your guest how to reach your apartment and where to park. The safety of the guest is the responsibility of the resident. The management is not liable for injury to guests or damage to their property while visiting.

No additional security measures shall be implemented without management's prior written consent.

PURPOSE, MODIFICATION:

The community policy is an addendum and part of the rental agreement between the owner and the resident.

Management reserves the right to modify these rules and policies. New rules or any modifications are effective when the residents receive written notice or when posted in the mailbox or laundry areas or published in the newsletter.

These rules or any change(s) have a legitimate purpose and are not intended to be arbitrary or to work as a substantial modification of the resident's rights.

These rules will be equally enforced to all residents.

Rev 03/01

RECEIPT OF THE COMMUNITY POLICIES

The under signed resident(s) acknowledge(s) receipt of the copy of the Community Policies.

The undersigned hereby agree(s) to fully and completely read the said Community Policies.

The undersigned acknowledges that it is his/her responsibility to understand the said Community Policies.

The undersigned agree(s) to follow and abide by the Community Policies as part of his/her residency here.

The undersigned understand(s) that the Community Policies is an addendum and part of the rental agreement between the owner and the resident. Thus, any violation of the Community Policies is considered violation of the rental agreement and is subject to legal notice and is grounds for termination of residency here.

The undersigned understands that it is his/her responsibility to make sure all other occupants of the apartment read, understand and abide by these Community Policies.

Resident _____

Date _____

Resident _____

Date _____

Resident _____

Date _____

Resident _____

Date _____

Resident _____

Date _____

Resident _____

Date _____

Resident _____

Date _____