



Mailing Address:  
Lexington Management, LLC  
1300 N. Kimps Court  
Green Bay, WI 54313

### RULES AND REGULATIONS

LESSEE(S):

Address: \_\_\_\_\_

1. **INTEGRATION CLAUSE**: These Rules and Regulations are hereby incorporated into the terms of any Lease Agreement between LESSEE, and Lexington Management, LLC.
2. **CONDUCT TOWARDS LESSOR**: LESSEE's conduct toward LESSOR is to be reasonable and respectful. LESSEE shall not harass LESSOR or those acting on behalf of LESSOR, such as staff members, subcontractors or vendors. Verbal, written, electronic or physical communications with the intent to frighten, intimidate, threaten, abuse or harass and/or of those using profane obscene or lewd language are prohibited.
3. **COMMUNICATION**: LESSEE understands that LESSOR will use LESSEE's provided phone number, including text messaging, and email contact information as methods to communicate. The majority of communications from LESSOR are sent via email, and it is LESSEE'S responsibility to check email frequently. It is the responsibility of LESSEE to ensure the LESSOR has the most up-to-date phone numbers and email contact information at all times.
4. **RIGHT TO ENTER**: LESSOR may at any reasonable time, provided a 12-hour notice has been given, enter said Premises for the purpose of inspecting the Premises, making repairs, showing the Premises to prospective tenants or purchasers, or for other purposes authorized by law.
5. **QUIET TIME**: Quiet time in the buildings is from 10:00 p.m. to 8:00 a.m. Stereos, radios, televisions, and surround sound systems are not to be played so loudly that they are objectionable to other residents or the LESSOR regardless of time of day.
6. **SOCIAL GATHERINGS**: Sociable and friendly gatherings of LESSEE and their guests are welcome, provided such gatherings do not violate any other Rules and Regulations, become boisterous, obscene, or objectionable to LESSOR or other residents. LESSEE is responsible for the conduct of their guests in their apartment or in the common areas in accordance with these Rules and Regulations.
7. **LAUNDRY**: Laundry equipment in the building and in each apartment home, if applicable, is to be used only between the hours of 8:00 a.m. and 10:00 p.m. LESSEE shall not do laundry except in rooms provided for that purpose.
8. **USE OF COMMON AREAS**: Playing or loitering in the building hallways, basements, or other common areas is prohibited. All provisions, groceries, furniture, sleds, strollers, bicycles, boxes or any other similar articles shall be taken in or removed through the doors of the buildings, and all damage to the building caused by the moving or carrying of articles shall be paid by the LESSEE. Shoes, clothing, decorations, etc. are not permitted to be left in the hallway. Any damage to the front door of the unit that are caused by LESSEE hanging decorations, signs, etc. will be charged back to the LESSEE accordingly. Rugs or mats are only allowed if presentable and approved by the LESSOR. Riding of bicycles, tricycles, etc. inside the building, underground parking, or parking lot area is not permitted, nor shall any of said items be permitted to be stored in halls, landings, or in basements other than in LESSEE'S assigned apartment or storage space. Availability and use of recreational facilities, landscaped areas, drives, walks, trails, other common areas, lockers, storeroom, laundry machines and areas, or storage space in the building used by the LESSEE is furnished gratuitously and is not part of the leased Premises. The LESSOR shall not be responsible for any loss or damage to any property, or any person making use of the same. LESSEE, in making use of such spaces, does so at their own risk.
9. **OBSTRUCTION OF ENTRANCES**: The streets, sidewalks and entrances shall not be obstructed in any way or used by LESSEE for any purpose other than for ingress or egress.
10. **INDOOR AIR QUALITY/HUMIDITY**: It is LESSEE's responsibility to help control the indoor air quality and humidity in the Premises. LESSEE agrees to do the following:
  - a) Properly ventilate apartment by using exhaust fans in bathrooms and above the stove.
  - b) Open windows, doors, and blinds as needed for ventilation and to reduce moisture.
  - c) Use a dehumidifier/air conditioner when necessary or as directed by LESSOR.
  - d) Routinely remove condensation from areas of excessive moisture.
  - e) Notify landlord of any water leaks. Failure to report occurrences to LESSOR may incur costs to LESSEE for damages.
  - f) To be mindful that any wet laundry (hanging or otherwise) can create excessive moisture and LESSEE agrees to act upon this with remedy for proper indoor air quality and to reduce condensation as directed by LESSOR.
  - g) Be aware that if you use an underground parking space or underground storage locker, they are NOT climate controlled and therefore any items stored may be subject to excessive moisture /humidity. Be mindful of what you choose to store in these places. LESSOR is not responsible for any loss or damaged items.
  - h) Inform LESSOR of any discoloration from moisture or humidity so that LESSOR can determine proper remedy.
11. **UNIT CLEANLINESS**: LESSEE is required to maintain the unit in a clean and habitable condition.
12. **COOKING**: Grease and food scraps, including food scraped off of plates or other dishes, shall be disposed of in leak proof garbage bags with general garbage. LESSEE must cook in a manner that will not offend or annoy other residents and use the oven fans during cooking. LESSEE shall not cook except in rooms provided for that purpose.



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13. **UTILITY SHUT OFFS:** In the event LESSEE has any utility (water, power, electric, gas, etc.) shut off by the municipality or other provider, LESSEE has 24 hours from the time of shut off to have the utility turned back on or be in violation of Lease Agreement. Any damages associated with the shut off will be billed back in accordance with the Non-Standard Rental Provisions.
14. **PATIOS/BALCONIES:** Balconies/patios shall not be used for any purpose whatsoever other than a place to stand or sit. LESSEE shall not store on any balcony/patio any object or equipment other than normal balcony/patio furniture. Balconies/patios may not, as an illustration, be used to hang clothing, rugs, or as storage of any kind, including but not limited to bicycles, garbage/garbage containers, strollers, wagons, toys, etc. No item or object may under any conditions be thrown or dropped off the balcony/patio. No covering shall be installed on balcony/patio floors, railings or above. No items are to be attached in any way to the patio railings, posts or soffit/wood above. Lights are not permitted during the months of February to October unless approved by LESSOR prior to being hung. Items on the balconies/patio are not to extend past the actual balcony/patio itself. This includes but is not limited to, flower pots, solar lights, shepherd hooks in the landscaped areas, lawn ornaments in the lawn, etc. Seasonal decorations and potted plants are permitted as long as they do not become unsightly or unseasonal. All holiday decorations are to be removed no more than 10 days after the holiday has passed.
15. **COOKING APPARATUSES:** No cooking apparatuses of any kind are permitted to be on any patio/balcony. Including but not limited to electric/propane/charcoal/pellet fueled /grills/smokers/fryers. Cooking apparatuses are only permitted to be used at least 25 feet away from any structure. Once cooled, all cooking apparatuses must be stored inside LESSEE's garage. Cooking apparatuses are not permitted to be stored in any underground storage locker or parking area. LESSEE understands that LESSEE is responsible for any damage caused to the LESSOR's property, including but not limited to, grease spills, melted siding, etc.
16. **PONDS:** Ponds are prohibited from being entered at any time. Fishing is prohibited. Do NOT feed ducks and geese.
17. **ATTACHMENTS TO THE EXTERIOR OF THE BUILDING:** No items, including but not limited to radio/television wires, satellite dishes, aerial connections, or decorations shall be installed, placed on, or attached to the Premises without prior written consent of the LESSOR. The LESSOR is authorized to remove at any time, at the expense of the LESSEE, any such apparatus erected without such written consent.
18. **AUTOMOBILES:** Repairing or washing of automobiles on the property is prohibited. LESSEE agrees for the safety of all residents to adhere to a speed limit of 10 MPH when driving on the Lexington Management property. Vehicles that are in need of repair or poor condition are not allowed. NO storage containers/pods, recreational vehicles, trailers, boats of any kind, campers, semi-trucks, snowmobiles, or motorcycles are permitted on the Premises, even temporarily, without prior written approval of LESSOR.
19. **PARKING IN FRONT OF GARAGES:** LESSEE may not park in front of ANY detached garage stalls at ANY property. LESSEE MAY NOT park in front of any attached garage stall, except for the following properties: Encore, Knots Landing, Nottingham, Ravello, Riva Place, Stone Meadows, Terrace Lake, Urban Edge (Buildings 2353 & 2357) Waterford, Winding Ridge and Woodland.
20. **EXCESSIVE FURNITURE:** No pianos, organs, fitness equipment, water beds, pool tables, or furniture of large, unusual dimensions or weight are permitted without prior written approval of LESSOR.
21. **SHELF PAPER:** Adhesive backed shelf paper is not permitted on shelves, drawers, or walls.
22. **ROOFS:** No persons may go onto the roof areas at any time.
23. **RECREATIONAL WATER ITEMS:** No swimming pools, hot tubs, water balloons, slip & slides, etc. of any kind are permitted on the Premises.
24. **ILLEGAL DRUGS:** No illegal drugs are permitted to be stored, used, or sold on the Premises.
25. **RESIDENTIAL USE:** LESSEE agrees not to conduct any business activity nor store any materials on the property or within the dwelling that relate to anything commercial or to a hobby that is not consistent with residential standards.
26. **GENERAL:** For the comfort, convenience and benefit of all residents and to ensure proper use and care of the Premises, LESSEE shall comply with all these Rules and Regulations:
  - a) DO NOT place any sign placard, advertisement or notice to be displayed either inside or outside the building without the LESSOR'S prior written consent. No solicitation or political signs are allowed.
  - b) DO NOT cover or obstruct any window, door or transom with any items not approved in writing by LESSOR.
  - c) DO NOT place any rugs/mats on the vinyl/Adura flooring that may result in damaged/discolored flooring.
  - d) DO NOT place mats with spike style grips on the carpeting.
  - e) DO NOT drive or drill nails, tacks, screws, holes, or apply other fasteners on or into any of the walls, ceilings, floors, doors, partitions or woodwork of said Premises with the exception of small finishing nails. LESSEE agrees to be responsible for any damage done by anything other than small finishing nails or from excessive amounts of nail holes. Gummed hanger, wall mounted televisions and vinyl lettering/pictures are not permitted.
  - f) DO NOT allow water to run except when in actual use.
  - g) DO NOT put up any live Christmas trees.
  - h) BE SURE TO position furniture no less than 6 inches away from open heating registers during heating season.
  - i) DO NOT put on any type of sales on the premises (garage, yard, moving, etc.) without written consent of the LESSOR. This includes any public or private auctions.



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- j) NO bird/animal feeders of any kind are permitted on the premises.
- 27. **PACKAGES/MAIL:** LESSEE understands that LESSOR is not responsible for any mishandling of LESSEE’s mail, packages, deliveries, etc. Any delivery, package or mail not specifically addressed to LESSEE shall be returned to sender or not accepted.
- 28. **FIRE HAZARDS:** LESSEE will not use or keep in the dwelling any explosive, flammable or combustible materials. No kerosene heating devices are permitted in or on the Premises. This includes but is not limited to attached/detached garages, furnace rooms, underground parking, etc. No enclosed/open, portable or stationary fire pits are permitted. Fireworks are strictly prohibited.
- 29. **LEASE BREACH DETERMINATION:** Any determination as to whether these rules and regulations have been breached and whether any such breach shall constitute a default under the Lease Agreement shall be left solely to the discretion of LESSOR.
- 30. **LESSOR LIABILITY:** LESSOR shall not be responsible to LESSEE for any violation of Rules and Regulations on the part of other tenants. LESSOR shall not be liable for damages or losses to a person or property caused by other residents or persons, theft, burglary, assault, vandalism, or other crimes or for personal injury or damage to or loss of resident’s property from fire, flood, water leaks, rain, hail, snow, ice, smoke, explosions, interruption of utilities, or Acts of God, unless same is due to negligence of LESSOR. LESSOR strongly recommends that LESSEE secure insurance to protect against any or all of the above occurrences.
- 31. **AMENDMENT TO RULES AND REGULATIONS:** LESSOR reserves the right to amend any Rules and Regulations at any time upon 28 days written notice to the LESSEE. Any violation of any Rules and Regulations shall be deemed to be a breach of the Lease into which this document is incorporated.
- 32. **ELECTRONIC SIGNATURE:** LESSEE agrees that LESSEE’S electronic signature is the legal equivalent of LESSEE’S manual/handwritten signature on this document. By electronically signing this document using any device, means, or action, LESSEE consents to the legally binding terms and conditions of the Lease Agreement. LESSEE further agrees that LESSEE’S signature on this document (hereafter referred to as “E-signature”) is as valid as if the LESSEE signed the document in writing. LESSEE also agrees that no certification authority or other third-party verification is necessary to validate LESSEE’S E-signature or any resulting agreement between LESSEE and Lexington Management, LLC.
- 33. **CONSENT TO ELECTRONIC DELIVERY:** By electronically signing this Rules and Regulations Agreement, LESSEE specifically agrees to receive, obtain, and/or submit any and all documents and information electronically. These documents and information will be collectively known as “Electronic Communications,” and will include, but not be limited to, a copy of the Lease Agreement and any document related thereto, a security deposit and any document related to the accounting and disposition of the security deposit and security deposit refund, a promise made before the initial rental agreement to clean, repair or otherwise improve any portion of the premises, advance notice of entry, any and all current and future required notices and/or disclosures, as well as such documents, statements, date, records, and other communications regarding LESSEE’S relationship with Lexington Management, LLC. LESSEE is acknowledging and saying that LESSEE is able to retain Electronic Communications by printing and/or downloading these Rules and Regulations and any other agreements, Electronic Communications, documents, or records that are signed using LESSEE’S E-signature. LESSEE accepts Electronic Communications provided via email as reasonable and proper notice for the purpose of fulfilling any and all rules and regulations and agrees that such Electronic Communications fully satisfy any requirement that communications be provided to LESSEE in writing or in a form that LESSEE may keep.

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Agent / LESSOR

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Date