

LANDLORD'S RULES AND REGULATIONS

Thank you for choosing Aggieland Houses! Please read the following guidelines: these policies have been made in consideration of both Tenant and Owner and will be enforced with fairness to all concerned. The comfort and convenience of all Tenants is our primary concern.

Your lease is a legal, binding contract between you, the Tenant, and the Owner/Landlord, which clearly spells out the conditions under which your home is rented. Please keep in mind that if the Tenant fails to fulfill the lease obligations, we reserve the right to pursue legal action and report to credit agencies.

The "jointly and severally" clause means that everyone who signs the lease is responsible in full for any and all rents and damages. This means that anyone resident can be held accountable for paying the entire rent and/or damages if one or more of the other residents move out before completion of the lease.

Rules and Regulations:

1. Aggieland Houses' regular business hours are Monday through Friday from 8:30 AM to 5:00 PM.
2. Rent is due on the 1st and considered late after the 3rd of the month (unless otherwise stated in Residential Lease). Rent can be paid one of the following ways:
 - a. Resident Access Portal via www.aggielandhouses.com (Website malfunctions do not justify as an excuse for late rent.)
 - b. Mailed to: 4121 SH-6 South, Ste. 210, College Station, TX 77845. For the purposes of paying rent and any late charges, the post office is not the agent of receipt for Landlord (the postmark date is not the date Landlord receives the payment).
 - c. Dropped in-person to the office address at 4121 SH-6 South, 2nd floor, College Station, TX 77845 during regular business hours.
 - d. Placed in our drop box located at the southeast corner of the building.
3. All repair requests shall be in writing to Aggieland Houses, with a detailed description of the problem. The request form can be found inside your Resident Access Portal under the tab Service Issues > Add Service Issue. Aggieland Houses will make every effort to resolve the request within 48hrs of notification. Non-emergency requests will be handled during business hours only. Only emergency repairs will be handled after business hours and on weekends.
4. **EMERGENCY REPAIRS:** An emergency is a situation that threatens immediate danger to the Tenant or property. Examples include, but are not limited to fire, water leaks, gas leaks, evidence of break-in/theft, broken door locks, inability to secure the door. In an emergency, you should first call 911 if appropriate, then call (979)361-5090 as soon as possible. **Air conditioning and heat are not considered emergencies but will be handled with the utmost importance during business hours.**
5. Tenant, at Tenant's expense, shall be responsible for repair or maintenance functions to include but not limited to 1) resetting of circuit breakers or fuses; 2) damage to doors, windows, or screens; 3) damage from windows or doors left open; 4) damage from wastewater stoppages caused by improper objects in lines exclusively serving your dwelling.
6. The property is accepted by the Tenant in "as is" condition. **The Landlord will make every effort to paint, make repairs, and professionally clean the home before the Tenant moves in, but the Tenant accepts that every speck of dust and dirt cannot be removed, and there may be further cleaning needed to suit his/her desires. Any additional cleaning will be handled by the Tenant and not at the expense of the Owner or Landlord.**
7. For the duration of the Lease Agreement and any subsequent renewals, resident is required to maintain and provide the following "Minimum Required Insurance Coverage": Property damage liability insurance in an amount no less than One Hundred Thousand and No/100 Dollars (\$100,000.00) for damages to Lessors/Landlord property with provisions covering, at a minimum, perils of fire, explosion, smoke, and accidental water discharge. All residents are eligible to participate in the Community's Renters Property Damage Liability Release Program (the "RiskRelease Program"). Tenant agrees to either (a) purchase an insurance policy from an insurance company of his/her choice in accordance with the terms and conditions of this Addendum or (b) Participate in the RiskRelease Program. The RiskRelease Program (i) releases a resident's requirement under the Lease to purchase and maintain property damage liability insurance in the minimum limit amount of \$100,000; and (ii) releases a resident's requirement to indemnify the Landlord for the Landlord's property damages arising from fire, smoke, explosion, water discharge or

sewer backup caused by the resident's or resident guest's negligent acts or omissions in an amount up to \$100,000.

8. Aggieland Houses will not reimburse Tenant for repairs performed and/or ordered by Tenant without prior written authorization.
9. Tenant is responsible for paying all utilities unless specifically indicated otherwise in the Residential Lease. All utilities must be connected for the full term of the lease. You must not allow utilities to be disconnected until the lease term has expired. If you delay getting utilities connected in your name by lease commencement or cause it to be transferred back into our name before the expiration of the lease, you'll be liable for a \$25.00 charge, plus the actual or estimated cost of the utilities used while it should have been connected in your name.
10. No more than four unrelated residents will reside in a property zoned single-family as per city ordinance. Aggieland Houses assumes no responsibility for Tenant's failure to adhere to this ordinance.
11. Student tenants must give their intent to renew in writing before January 15th. If lease renewal is not signed by January 15th, the property may begin to be shown to prospective tenants. Per Item 26. Special Provisions of the Lease Agreement.
12. Residents are responsible for any periodic, preventive, or additional extermination costs desired by Tenant, including treatment for bedbugs, unless otherwise required by law.
13. Cars and other vehicles must be parked on a paved surface and not on the grass or in the yard, as per the city ordinance.
14. It is the Tenants' responsibility to research any HOA rules and regulations. Any fines assessed by HOA will be charged back to tenants.
15. All trash must be put in a proper trash container or in a plastic bag with a tie. Trash must not be placed on the porch, balcony, or landing for even a short period of time. Trashcans must be placed out on the curb on trash pickup day only and removed at the end of that day.
16. Tenant or Tenant's guests are NOT ALLOWED to smoke in the property or on the premises. A \$250 fine will be issued for violating this rule. Smoke remediation costs begin at \$500.
17. Tenant will not be allowed to paint walls.
18. Tenant, at the Tenant's expense, shall change the Air Conditioning/Heating filter at least monthly. Tenant is responsible for any damage to the HVAC system caused by the Tenant's negligence. (Most homes have a bi-monthly HVAC service scheduled at the owner's request. You must still change the filter on the months the service is not provided).

MOVING OUT:

Before moving out, please refer to the **Cleaning Procedures Checklist** addendum to ensure you cover all the necessary cleaning. A walk-through is optional but recommended. If Tenant opts for a walk-through, it must be during normal business hours, at least 24 hours before the lease expires, and only after everything has been removed from the property. Walk-throughs will be at the property manager's availability. Please make appointments one week in advance. Without proper notice, we cannot guarantee a time for a walk-through.

1. Cleaning – It is essential that the property is thoroughly cleaned upon move-out. If further cleaning is necessary, you will be charged all or a portion of the actual cost of cleaning.
2. Repairs – Tenants will be charged any and all repair costs not associated with normal wear and tear.
3. Painting - DO NOT TRY to touch-up paint, unless you contact your Landlord first and get approved paint colors. Invariably, if you don't talk to your Landlord, they will have to re-paint what you did, and you will end up paying for the painting twice!
4. **Carpets - Carpets will be commercially cleaned upon move-out and retained from the security deposit. You may arrange for professional cleaning but must notify us at least two weeks prior to the scheduled move-out date, and the contractor must be pre-approved. You must provide a bona fide receipt, and the work must be completed satisfactorily.** If urine is found in the carpet, it will be replaced at the Tenant's expense. Urine in the carpet is not cleanable; the carpet must be removed/replaced, and the sub-floor sealed and treated.
5. Deposit Return – Any remaining portion of the security deposit shall be mailed within 30 days of all tenants moving out and all tenants giving forwarding mailing addresses to Aggieland Houses. The deposit will be mailed to the forwarding address of the first Tenant named on the lease contract. The security deposit refund check will be made payable to all tenants named on the lease agreement. This is non-negotiable under any circumstances. There will be a \$50 charge to reissue checks.

Residents are held responsible for repairs related to excessive wear, abuse, neglect, and damages caused by themselves, guests, children, and/or pets. Aggieland Houses hires subcontractors for all necessary cleaning and repair work. The invoices we receive from these subcontractors are what determine deposit deductions. If an invoice is not received prior to 30 days after move-out, or damage is too small to necessitate complete replacement, the damage will be assessed and charged according to a reasonable estimate.

Charges below are estimated charges of common items replaced during a make-ready. *Prices are subject to change; to be used as a reference only.*

Blind replacement - \$40+
Cleaning - \$50/hour
Cleaning Extra: Hand wiping blinds - \$35+
Cleaning Extra: Inside cabinets/drawers/closets - \$35+
Cleaning Extra: Inside fridge and freezer - \$45+
Cleaning Extra: Inside oven - \$45+
Fill in hole(s) in yard - \$50+
Filter replacement - \$15+
Full paint - \$800+
Interior doorknob - \$50+
Key replacement - \$10 per key
Light bulbs - \$10+/bulb
Plumbing/Garbage disposal stoppages - \$50+

Removal of an attached satellite dish - \$150+
Replace the battery in the smoke detector - \$20+
Replace interior door - \$200+
Replace smoke detector - \$30+
Replace toilet paper holder - \$20+
Replace towel bar - \$35+
Sheetrock repair - \$100+ per patch
Touch up paint - \$300+
Trash removal - \$100+
Wall plates, electrical plates, door stops, etc. - \$15+

** + indicates "And Up"

All cleaning/yard work/etc. must be finished on or before the lease expiration date (your move-out date). Should you not fulfill all these obligations, they will be completed for you by Aggieland Houses Management Services at your expense. Aggieland Houses Management Services will assess a \$100.00 coordination fee to schedule repairs/unfinished work.

A move-out property assessment will be done at the property upon your surrender. If the property is found not to be rent-ready and needs any make-ready work to be scheduled, the cost of the property assessment report will be charged to your deposit. The charge of the property assessment report is \$75.00. This property assessment report is NOT scheduled with you upon surrendering. The property manager or a designated representative performs the property assessment report.

Aggieland Houses reserves the right to amend the Landlord's Rules and Regulations from time to time.

We have read and fully understand the above amendment.

Signature Date

Name

Signature Date

Name

Signature Date

Name

Signature Date

Name