SHIP ROCK MANAGEMENT
Free your time.

*** House Rules ***

It is further agreed by the below signed tenants that the following rules must be adhered to:

1. All **utilities** which tenants are responsible for, must be placed in tenants name before receiving property keys. First month's rent is still due in full, even if the tenant has not switched the utilities over.

2. All original **keys** must be returned at the end of the rental agreement. In situations where original keys are not returned by 12:00 pm (Noon) on the last day of the rental agreement, the tenant accepts full financial responsibility for replacing the lock(s); or a minimum fee of a $50.00 per lock, whichever is more.

   Sets of Keys Received by Tenant _____

3. If a tenant is **locked-out** of the property there is a $25.00 service charge for access to the apartment or house. After hours lockouts, after 5:30 on work days, weekends & holidays, are $50.00.

4. The property must be kept free of **rubbish and garbage.** If the tenants fail to pick up litter on the property after being asked by the management company. The service will be billed back to the tenants at a rate of $25.00 per hour.

5. Tenants agree to allow the management company to do **showings** to fill the property for the following year. Tenants also agree to keep the house in **"clean"** condition for showings. Although the management company will try their hardest to give a full 24 hour's notice, the tenants further agree to be flexible in working with the management company to schedule showings.

6. There is to be **no smoking** in the building, including common areas such as hallways and laundry rooms. The property must be kept free of **cigarette butts**. If any cigarette butts accumulate the tenant agrees to clean them up immediately.

7. The tenants agree to keep **lawn furniture** in orderly condition, and not use inside cloth couches on porches or as lawn furniture.

8. Tenants agree to a $50.00 fine for each **non –emergency police call** to property. Tenants also understand they can be evicted for non – emergency police calls.

9. The **smoke & CO2 detectors** may not be disabled or tampered with in any way. Tenants will be responsible for replacing any smoke detectors, plus any labor charges to install.

_____		_____	
Name	Date	Name	Date
_____		_____	
Name	Date	Name	Date
_____		_____	
Name	Date	Name	Date