

RULES AND REGULATIONS

CONSIDERATION OF OTHERS

1. **Abuse:** The Tenant will not verbally attack, raise voice or show hostility of any kind towards the Landlord, maintenance staff or neighbours. Verbal and/or Physical Abuse will result in a 24 hour Notice of Eviction.
2. **Disturbances and Noise Rules:** Noise shall not be permitted in the premises which, in the opinion of the Landlord, disturbs the comfort of the neighbours to the premises. Daytime noise should be kept to a minimum for the comfort of everyone in the building. Talking, listening to music at a quiet volume, and watching TV softly is expected. Occasional mistakes and short bursts of noise are normal and expected (falling cups, children, etc) and are acceptable. Slamming doors, stomping on floors and shouting is not acceptable. Noisy activities such as playing instruments, playing loud music or having gatherings, which is clearly audible through the floor and walls is forbidden without consent from other Tenants in the building.
3. **Quiet Hours:** The Tenant will adhere to Quiet Hours, which are between *10pm and 7am*, where noise is to be kept at an absolute minimum for the well-being of neighbours. Noise at this time should not be heard in any parts of the building.
4. **Communication:** The Tenant will contact the Landlord during regular business hours (9am to 5pm, Monday to Friday excluding public holidays) for non-emergency issues.
5. **Intoxication:** At the discretion of the Landlord, the Tenant and their guests will not disturb neighbours while intoxicated. The Tenant will not consume alcohol or drugs in common areas.

GENERAL CARE OF PREMISES

6. **Maintenance Issues:** The Tenant will contact the Landlord with serious maintenance issues when they arise in a timely fashion and will be responsible for any damages due to not communicating the issue(s). The Tenant will take five photos of the problem with different angles and submit it through the resident centre at www.cormeau.co.
7. **Emergency Repairs:** Should an emergency happen and the Landlord is not reachable, the Tenant will use the contact list supplied by the Landlord in the resident centre and contact the appropriate contractor.
8. **Heating Issues:** The Tenant will report heating issues immediately to the Landlord, and will be liable for any damages from not doing so.
9. **Unoccupied Tenancy:** Should the Tenant be gone from the premises for longer than four days, they will notify the Landlord. The notice must have the date the Tenant will be gone, when the Tenant will return and the name and number of a person who will inspect the property on the Tenant's behalf once every 24 hours. The Tenant will make sure the property is made ready for their trip by: Notifying their insurance provider, turning off their water main (if not shared with other residents), unplugging appliances and removing all trash.
10. **Alterations:** The Tenant shall not paint or make any alterations to the premises.

11. **Cleanliness:** The Tenant is responsible for keeping the premises in good and proper care and keeping the premises, appliances and all property of the Landlord in clean condition and in working order.
12. **Furniture Use:** The Tenant will move furniture carefully in order to not damage the premises and the Tenant is responsible for any cost in replacing or repairing said damages. The Tenant will use cushions under the legs of furniture.
13. **Snow and Ice Salt:** Salt used for snow and ice melting is prohibited due to damage to concrete. Please use sand or road grit.
14. **Interior plants:** All plants must have a collection dish under the pot to collect excess water and prevent seeping water damage.
15. **Garbage:** The Tenant shall dispose of all garbage from the premises in a proper manner. The Tenant will not store garbage anywhere other than the garbage bin. All garbage that is not regular bagged household waste will be the Tenant's responsibility to dispose at their expense.
16. **Common Areas:** The following common areas are the Tenant's responsibility to keep clean. Please communicate with other residents to maintain these areas.

PLUMBING

17. **Drain:** The Tenant will not dispose of coffee grounds, grease, oil, butter, fats, eggshells, pasta, and garbage in the drain of any plumbing fixture. The Tenant will not pour boiling water down the drain. The tenant will not use a plumbing fixture for a purpose other than that for which it is constructed.
18. **Drain Cleaner:** The Tenant will not use drain cleaner (such as DRANO) or pour any harsh chemicals down the drain for any reason.
19. **Leaking faucets and toilets.** The Tenant will notify the Landlord of any leaking taps, handles and plumbing fixtures *immediately*. The tenant is responsible for the additional cost of utilities from failing to report leaking faucets or toilets immediately. The tenant is responsible for damages caused from not reporting leaks in a timely manner.
20. **Water Wastage:** No water shall be left running unless in actual use. This includes, but is not limited to, faucets, toilets, bathtubs, and showers.
21. **Water Main:** The Tenant will know the location of the building's water main and how to access and use it in case of an emergency.

ELECTRICAL

22. **Electrical Appliances:** The Tenant shall not bring on to the premises or into the building any major electrical appliance or apparatus such as a dishwasher, fridge, freezer, air-conditioner, electric heaters, electric vehicles, multiple computers/servers or washers and dryers without the consent in writing from the Landlord.
23. **Wiring:** No wiring for electric lights, television or radio connections or otherwise are to be installed in the premises, nor the position of any wire altered, and the telephone shall be permitted only at the place provided.
24. **Electrical Panel:** The Tenant will know the location of the building's electrical panel and how to access and use it in case of an emergency.

HEATING AND VENTILATION

25. **Filters and Grilles:** The Tenant is responsible for cleaning and replacing filters and grilles on the premises. Common examples include: range hood, bath fan, furnace filter, HRV, etc. Furnace filters must be changed when requested by the Landlord. Reusable range hood filters should be cleaned monthly with dish soap. Disposable range hood filters should be replaced monthly or by manufacturer's recommendation. HRV filters should be cleaned every three months and the core should be cleaned yearly.
26. **Ventilation:** The Tenant will use the bath fan when showering and will use the range hood when cooking, and is responsible for any damages from not doing so.
27. **Thermostat:** The Tenant will keep their thermostat at or below 22°C to prevent excessive humidity causing condensation and mould problems. Should the thermostat be above 22°C, the Tenant will be responsible for any and all mould remediation and rotten windows due to condensation and the increase in utility bills at the Landlord's sole discretion.

SAFETY

28. **Smoke Alarms:** The Tenant is responsible for checking their smoke detectors once a month and replacing batteries as needed. Tampering with smoke alarms will result in the lease being terminated.
29. **Doors:** Doors to the premises must be kept closed, and during the absence of the Tenant, must be kept locked.
30. **Off-limit Areas:**
 - I. **Attic:** Entering the attic for any reason is prohibited.
 - II. **Roof:** Only authorised personnel are allowed on the roof.
31. **Children:** Children are not permitted to play in any area where they may endanger themselves or unnecessarily disturb residents. Children must be adequately supervised and be provided with a means of access to their apartment at all times.
32. **Egress:** All windows, doors and hallways in the premises will not be impeded.
33. **Condensation & Humidifiers:** Any condensation in the interior of the premises will be reported immediately to the Landlord to prevent mould. Humidifiers are limited to one per suite and will not be used if condensation is forming anywhere inside the premises.
34. **Cooking:** Deep frying is prohibited on any part of the premises.

FORBIDDEN OBJECTS

35. **Offensive Goods:** No combustible or offensive goods, provisions or materials shall be kept on the premises.
36. **Heavy Objects:** Heavy objects, including water beds, are not allowed on the premises.
37. **Signs & Promotional Materials:** The Tenant shall not display any sign, advertisement or notice in or about the premises without the written consent of the Landlord
38. **Antennas/ Towers,** used for internet, TV, radio or other electronic means are forbidden without written Landlord consent.

39. **Fasteners:** No nails, bolts, screws, tape or pins shall be placed in the walls, floors, doors or trim of the premises. 3 small pin holes per room are acceptable. Large or heavy hanging must be approved by the Landlord. The Tenant is responsible to pay fees to patch walls. Door hanging hardware must not damage the trim or door.

VEHICLES

40. **Motorhomes:** Motorhomes owned by the Tenants or their guests are forbidden on the premises.
41. **Parking:** Tenants and their guests must park their vehicles in a proper manner on the premises. Any unregistered or illegally parked vehicles will be towed away at the owner's expense.

WINDOWS AND DOORS

42. **Window Coverings:** Sheets, flags, foil or other like material are not permitted to be hung or placed in front of windows. Only properly constructed, neutral coloured drapes, blinds, or venetians are permitted.
43. **Windows & Doors Left Open in Inclement weather.** The Tenant will not leave windows open in inclement weather or when outside temperatures are below 15° Celsius. The Tenant is responsible for any damage from leaving their windows or doors open in inclement weather. The tenant is responsible for the cost of utilities used by leaving windows and doors open.
44. **Window Cleaning:** The Tenant is responsible for cleaning the interior and exterior of the windows in the Premises, excluding common areas.
45. **Changing Keys and Locks:** Alterations, replacement of locks or installation of bolt, knockers, mirrors, or other attachments to the interior or exterior of any door require the consent of the Landlord. After consent is given by the Landlord, the Tenant is required to furnish management with 3 keys for any locks installed or changed by the Tenant.
46. **Lock Outs:** A charge of \$100 will be made to admit Tenants who have locked themselves out. An additional **\$100 Late Night Fee** will be charged to admit Tenants after 8:00pm. Tenants' will cover the material cost and labour cost to replace lost keys. If the Landlord or staff is not reachable or unavailable, it is the Tenant's responsibility to hire a locksmith.

APPLIANCES

47. **Oven:** The Tenant will use aluminum foil burners when appropriate. The Tenant will control the amount of grease released when cooking by using a lid.
48. **Washer and Dryer:** The Tenant will clean the dryer lint filter before and after use. The Tenant will not overfill machines. The Tenant will remove clothes promptly. The Tenant will keep the door, gasket & drum clean. The Tenant will not use too much detergent. The Tenant will keep the door of the washer open after use. The Tenant will check supply hoses once a month. The Tenant is responsible to ensure the dryer exhaust vent is attached to the dryer.

STORAGE

49. **Exterior:** Without written consent from the Landlord, Storage of items in the exterior common areas of the premises is not permitted except for the following items: basic yard care tools, bicycles, lawn chairs, raised planters, and BBQs. The Tenant acknowledges that all items not listed above will be treated as trash and thrown out without notice.

50. **Balconies and Patios:** may not be used for storage except for BBQs, chairs and tables. Charcoal grilles and other similar items are forbidden. It is the Tenant's responsibility to keep their balcony and/or patio free of snow. The tenant will use a stiff bristle brush to prevent damage snow removal.
50. **Utility Room:** The Tenant will store items in a proper manner in the space designated by the Landlord. No items will be placed within 3 feet of the furnace or hot water tank.

TENANT
INITIAL(s)

A rectangular box with a black border, intended for the tenant to write their initials.