

NETWORK REALTY

Landlord's Rules and Regulations

1. The Property Manager will not perform a walk-through survey prior to move-in. Upon move-in, Resident will be provided a Move-in Inventory and Condition form to be completed by the Resident and returned to Network Realty within 7 days of move-in date. This is for your protection. If the Move-in Inventory and Condition form is not returned to Network Realty, any damage found to the property at the move-out survey will be charged to the Resident.
2. The lighting of pilot lights and furnaces shall be the responsibility of the Resident.
3. Resident is required to carry appropriate renter's insurance, including at least \$100,000 liability and provide a copy of the dec page prior to move in.
4. Resident, at the Resident's expense, shall change the Air Conditioning/Heating filter at least monthly. At least every other month tenant shall pour a cup of bleach into the AC condensate line to prevent clogging due to algae growth. Landlord or Landlord's Agent may do inspections at reasonable times to check the condition of the filter. Resident is responsible for any damage to the HVAC system or property caused by the Resident's negligence.
5. Within 60 days prior to the expiration of the Lease, Landlord may place a sign on the property and have a key available on the premises in a key-safe box to facilitate the showing of the property to prospective buyers and/or Residents by the Landlord or Landlord's agent. The property may be shown at reasonable times after the first attempt to contact the Resident.
6. Rent shall not be paid in cash, nor will the Landlord or Network Realty accept cash for payment of rent..
7. Pest control (for roaches, fleas, etc.) shall be at the expense of the Resident, including, but not limited to, keeping ants out of the air conditioning electrical contacts.
8. All repair requests shall be in writing to Network Realty, with a detailed description of the problem. For Friday-Sunday move-ins, non-emergency maintenance requests cannot be accepted until the following Monday.
9. EMERGENCY REPAIRS: Emergencies are defined in paragraph 18 of your lease and the Texas Property Code (immediate danger to person and/or property). You should first call 911 if appropriate, then call the property manager as soon as possible.
10. Resident is financially responsible for all Resident-caused damage, breakage and/or misuse of all property, both real and personal, that is included in the lease. We will charge you a contractor's fee of 15% in addition to the cost of the repair for all repairs performed by contractors hired by the property manager.
11. Smoking is not allowed inside the leased premises unless agreed to in writing. This includes the use of electronic smoking (vapor) devices.
12. Resident, at Resident's expense, shall be responsible for repair or maintenance functions to include, but not limited to:
 - a) Resetting of circuit breakers or fuses;
 - b) All plumbing backups (except that caused by tree roots) and frozen pipes;
 - c) Proper septic tank and/or well maintenance;
 - d) Operational maintenance of any water softener, swimming pool and/or hot tub;
 - e) Damage resulting from forceful entry and/or burglary;
 - f) Damage resulting from failure to promptly report to the Management Company any malfunctions or abnormal operations of equipment within the rented property;
 - g) Replacement of non-working light bulbs, HVAC filters, and smoke alarm batteries;
 - h) Tightening of screws, nuts and bolts on hardware not requiring specialized training;
 - i) Excessively high water or utility bills resulting from the failure to report running water systems; i.e.-dripping water faucets, toilets, etc.;
 - j) All screen repair or replacement;
 - k) All cracked or broken glass repair (including mirrors and light fixtures).

13. Property Manager will allow no reimbursement to Resident for repairs performed and/or ordered by Resident without prior written authorization.

14. The following items are not warranted or included as repair items: 1) Pools, hot tubs and/or whirlpool baths; 2) Jacks and wiring to phone, internet, audio/video, cable, satellite dish, alarm systems, intercom, and any other specialty wiring.

15. Resident is responsible for reimbursement of any utility bills invoiced to the Landlord, which cover the time of the Residents occupancy. Utilities must be left on until the end of the second full business day after move-out so that the property can be inspected and cleaned if necessary. You will be charged for temporary utilities if not left on.

16. The tenant is responsible for the cost of maid cleaning of the property and commercially cleaning the carpets upon move-out including pet treatment and spot removal. The landlord will order the cleaning. You may pay for it at the time of cleaning or it will be retained from the security deposit.

17. In the event legal action or eviction proceedings are initiated against the Residents, Residents agree to pay all of the applicable court costs, plus a \$200.00 processing fee to Network Realty.

18. Cars and other vehicles must be parked on a paved surface and not on the grass or in the yard.

19. If the property is in an area regulated by and HOA the Tenant has reviewed the HOA rules and regulations. Tenant is responsible for any fines issued due to Tenant's violation of HOA rules. i.e. leaving garbage cans visible on non pick up days, lawn maintenance, lawn edging, etc.

20. If the tenant has pets any holes dug in the yard must be filled in and feces removed.

21. The property manager will not do a walk through move out survey with the tenant. Once the tenant has surrendered the property the property manager will do the move out survey.

22. Tenant understands that they will be responsible for any HOA fines or penalties assessed because of their actions.

23. Although we want you to treat the property as your home, please remember that in the future it will be someone else's home. Avoid using items that leave large holes in the walls when hanging items. Do not hang curtains over the windows without written permission. The next tenant does not want to see your nail holes and the repair of them will be charged to you.

I have read, understand and agree to the above information.

Tenant

Date

Tenant

Date