

BIG MEADOW APARTMENTS

1111 Meadow Drive J-1 | Molalla, OR 97038

Ph: 503-829-9675 | Fax: 503-829-9814

Email: bigmeadow@owmgt.com

HOUSE RULES ADDENDUM

Your Guide to Successful Apartment Living

The Resident, household members and guests agree to comply with all laws and ordinances affecting the use of occupancy of the premises and with all the rules and regulations now and hereinafter adopted by Big Meadow Apartments for the safety, comfort, peace and welfare of all. Big Meadow Apartments may adopt new policies and rules or amendments to this document upon giving 30 days' notice in writing to the Resident(s).

If you have guests in your apartment, you are responsible for your guest's behavior. Guests who stay more than 10 (ten) days in a 1 (one) month period may be required to go through the application process and, if approved, sign the Rental Agreement.

Important Contact Numbers to have on hand.

Office: 503-829-9675

For after hours Maintenance Emergencies (involving electrical, water or potential hazard only) call

RHMS: 503-678-2136

For all other maintenance needs contact the office during business hours of 8am to 5pm Mon-Fri.

Life or Death Emergency: 911

Non-Emergency Police Number: 503-655-8211

Be a good neighbor and follow the "Golden Rule" — *Treat others as you would like to be treated yourself.*

General rules:

- Please do not ride bicycles, skateboards, scooters or other recreational equipment on sidewalks and walkways, do not let items sit in walkway or traffic areas, and do not use lawns or shrub areas as activity areas
- Follow posted restrictions in all traffic areas and do not park or block any fire lanes.
- **Observe quiet hours — 10:00 P.M. to 7:00 A.M.** Observe these rules while moving in or out as well.
- Do not make or allow any excessive noise or permit any actions that will interfere with the comforts, rights, or convenience of other persons. (such as TV volume, car stereo, radios...)
- Do not set off fireworks; fireworks are not allowed in our apartment community.
- We do not allow waterbeds of any kind.
- Do not hang towels, rugs, clothes or other items over the railing or deck wall..
- Window blinds are provided for your convenience; do not place window coverings of any kind between the blinds and the windows.
- Storage of any items outside of your apartment is not permitted.
- Do not attach any hangers, fasteners or other items anywhere on the exterior of the building, including the walls and roof of your patio or deck.
- Tenant(s) shall keep all premises under his/her control clean, sanitary and free of accumulations of debris, filth, rubbish, garbage, rodents and vermin, and shall be required to discard garbage in sealed plastic garbage bags in order to ensure sanitary conditions. Do not dump items too large for the trash containers, and do not dispose of furniture, mattresses, combustibles or hazardous materials in the trash containers, or you will be charged for the cost of removal.
- Please break down all cardboard boxes and place in the specified area in trash container areas and please *recycle* whenever possible.
- Keep trash container lids and enclosure gates closed.



- There is absolutely **NO SMOKING** allowed in or around the Pool, Recreation Building, Office or the shared stairwells. Dispose cigarette butts properly in a metal container. Do not throw on grounds!
- No marijuana, medical or otherwise, may be grown, smoked or vaped on the premises. You may not make improvements, alterations or painting to the unit without the consent of the Manager. You may not put holes in ANY doors, including with screws, nails or tacks.
- If you wish to install a satellite dish or antenna, please contact the Management Office to obtain approval before proceeding. Satellite dishes and antennae are only permitted within the confines of your deck or patio and are subject to restrictions on installation method.
- You must obtain written permission from the Management Office before installing any A/C units. Contact the office for more information on allowable size, placement and compliance standards, and to schedule an after install inspection.
- **NO CHARCOAL OR WOOD BURNING BARBEQUES OR GRILLS ALLOWED.**
 - Only gas fueled barbeques or grills that use gas cylinders less than 5lb capacity are allowed. You agree to maintain and operate these barbeques and grills in a safe manner.
 - Do not operate barbeques or grills near walls and siding, maintaining a safe distance of at least 5 feet.
 - At no time are barbeques or grills to be operated indoors or in fully enclosed spaces.
 - Make sure your barbeque or grill is operated and maintained per the manufacturer's specifications.
 - Keep a fire extinguisher (ABC type) handy in case of fire and remember there is a fire extinguisher in the downstairs entryway for emergencies.
 - Store your gas cylinders safely, per the manufacturer's directions.

Tips and Rules for Safety and Security

Safety and Security are the responsibility of each Resident and each guest. Big Meadow Apartments assumes no responsibility or liability, unless otherwise provided by law, for Resident's and guest's safety and security, or for injury or damage caused by the acts criminal or otherwise of other persons.

- Doors and windows of Tenant(s) dwellings and vehicles should be kept locked. The Owner/Agent will not be responsible for loss or damages to articles or property belonging to the Tenant(s). Notify the Manager if any locks do not function properly.
- If you would like an additional exterior door safety lock installed, please submit a written request to the office and we will install one for you.
- Tenant(s) shall take particular caution against fire hazards -
 - Do not store gasoline, combustible solvents, or hazardous materials in your unit, or on your patio or deck, as designated by the State Fire Marshal.
 - Use extreme care with cigarettes and other fire hazards such as candles and incense, never leave lit items burning while unattended, and make sure cigarettes are dead-out in a non-combustible container.
 - Do not place items close to or block the wall heaters, as this may cause a fire.
 - Ensure your smoke alarm is working and check it regularly as per the Smoke Alarm Acceptance Addendum you signed at move-in
 - Clean your dryer lint trap regularly, as blockage may cause a dryer fire.
- Do not place any items on top of the deck wall or railing, as they may fall and injure someone below.

Resident Privileges... Recreation Room, Fitness Room and Pool:

- Heed all POSTED WARNINGS and rules!! No pets of any kind are allowed in the pool area, recreation room or gym.
- Guests are not allowed unless accompanied by a resident.
- No running, screaming or horseplay allowed.
- *Big Meadow Apartments is not responsible for accident, injury or death.*
- *Big Meadow Apartments is not responsible for articles lost, damaged or stolen*



Pool Rules - For your own sake, heed all the posted warnings and follow all posted rules!

- Pool Hours are limited from 10:00 A.M. to 8:00 P.M. daily during the open season.
- Any person under 14 years of age must be accompanied by a resident who is 18 years or older.
- *No lifeguard will be on duty. Persons using the pool facilities do so at their own risk!*

Recreation Room – Follow posted rules and warnings!

- You may reserve these facilities for your private parties (during or outside of normal hours) by contacting the office. Remember that you are responsible for adhering to the agreed upon hours and for cleaning the facilities afterwards.
- Recreation room normal hours are from 8:00 A.M. to 8:00 P.M. daily.
- Any person under 14 years of age **must** be accompanied by a resident who is 18 years or older.
- No smoking allowed in recreation room.
- Please pick up and dispose of your trash before leaving. If you or a guest makes a mess, clean it up.

Fitness Room – Follow posted rules and warnings!

- Fitness room normal hours are from 8:00 A.M. to 8:00 P.M. daily.
- Only current residents may use the fitness room and exercise equipment.
- No one under the age of 18 is permitted unless accompanied by a parent, legal guardian, or someone who is 18yrs or older who is authorized by a parent or legal guardian. Please wipe down the exercise equipment after each use with the disinfectant tolettes provided. The full text of the applicable rules can be found posted in Fitness Room.

Pets Policy

- Big Meadow Apartments does not allow dogs or cats as pets, and this includes Guest's pets.
- Please check with the Management Office if you desire to have other types of pets. Contained pets that would be kept in an aquarium, terrarium or a cage are allowed within limits.
- Absolutely no venomous, poisonous, dangerous or unreasonable pets are allowed.

Aquariums over 10 gallons require renter's insurance. Please provide proof of renters insurance to the manager if you have an aquarium exceeding 10 gallons

Maintenance Tips...

- When replacing light bulbs, use bulbs with the same or lower wattage. If unable to reach or open the light fixture, please make a service request and we will be glad to change the bulb for you.
- **Do not use tin foil to line stove drip pans, it causes receptacles to short and is a fire hazard.**
- If your toilet becomes clogged, try to handle the problem yourself with a plunger before calling for maintenance. *Remember, you always have access to the restrooms in the commons building, until your toilet has been repaired*
- If your plumbing becomes clogged, **Do not use Lye based products such as Draino** as it can cause chemical burns and damage to the pipes.
- **Do not use hair dyes in sinks, tubs or showers - this damages the surface and will be charged to Resident to restore!**
- If the garbage disposal will not run, push the small red "Reset" button located under the sink on the bottom of the disposal unit. **What not to put in your garbage disposal – bones; grease; fibrous foods, rinds or peels; seeds or pits; uncooked pasta or rice; coffee grounds; any non-food items.**
- Report any water leaks, no matter how minor. Major water leaks need to be reported immediately!
- All normal maintenance is furnished on the unit without costs. If the condition results from misuse or damage, the Resident will be charged.
- Any interruption in utility service should be reported at once.



- Please do not make requests for service directly to Maintenance personnel. You must contact the office for a service request.

Parking

- Big Meadow Apartments **does not** guarantee a parking space for every tenant other than your 1 (one) assigned covered space for your unit, and you must display a parking sticker when vehicle is parked.
- If you are a multiple vehicle household, the **UNIT** is assigned **ONLY 1 (one)** covered parking space, and the use of that assigned covered space is to be decided amongst the occupants of the unit. Households with more than three vehicles can only use their **assigned space, plus 2 (two) open spaces MAX!** All additional cars need to be registered with street parking only.
- **DO NOT** park in another units' assigned covered parking space.
- Open spaces are on a first come, first serve basis.
- Only passenger vehicles are permitted to park on the property.
- Commercial trucks and/or vans, trailer homes, campers, boats and trailers are permitted only during loading or unloading.
- Inoperable vehicles and/or vehicles that leak fluids are **NOT** permitted.
- Only 1 (one) vehicle may be parked in each parking space, unless the vehicle is a motorcycle and 2 (two) can readily fit in the parking space.
- No vehicle of any kind containing any material that constitutes a fire hazard or safety hazard will be allowed on the property.
- Parking is for Residents and Resident's guests only; all other cars will be towed at owner's expense.
- Big Meadow Apartments is not responsible for loss, theft or damage to any vehicles.

Roommates/ Sub-leasing

- No Subleasing Allowed! We do not permit sub-leasing. Only persons listed on the Rental Agreement are considered Residents. Subleasing is a breach of the Rental Agreement.
- You may change or add roommates, if your unit will accommodate the number of occupants (occupancy guidelines apply). However, if you wish to add or change a roommate, you must obtain prior approval from the Manager and fill out the required forms. All new roommates must go through the application process and, if approved, must sign the Rental Agreement.

Neighborhood Watch...

Our community goal is to maintain a crime and drug-free living environment. Please do not hesitate to call the police if you see or hear anything that is not normal or suspicious.

Please contact the office for further clarification on any of these topics or if you have any other questions. Thank you for helping keep our community safe, healthy and happy and for choosing our apartment community to be your new home!

Tenant Date

Tenant Date

Tenant Date

Tenant Date

Owner/Agent Date

