**EXHIBIT “A” RULES AND REGULATIONS**

Rental Representative: JAB Property Management LLC

LANDLORD: Malta Temple Assoc.

TENANT(S):

LEASED PREMISES: 565 Main Street, Apt.#\_\_\_\_\_, Stroudsburg, PA 18360

**The Rules and Regulations indicated below are part of the Lease Agreement**

**between LANDLORD and TENANT. As set out in paragraph 26 of the Lease**

**Agreement, Violation or breach of any Rules and Regulations is a breach of the**

**Terms and conditions of the Lease Agreement and the non-breaching party shall be entitled to exercise any of the remedies provided in the Lease Agreement.**

1. No Alternate heating sources such as kerosene, propane and/or space heaters shall be

permitted to be operated or stored within the Leased Premises.

2. The use of charcoal or flammable gas grills is not permitted in the Leased Premises, on any balcony, patio or in common areas.

3. Tenant(s) shall not hang laundry or other items from balconies, windows, or common areas.

4. Tenant(s) shall observe “QUIET HOURS” of 10:00 P.M. to 8:00 A.M. daily.

5. No waterbeds shall be permitted within the Leased Premises.

6. **Tenant(s) shall not install shelving, wallpaper, paint, or alter in anyway the features of the Leased Premise without the prior written consent of the Landlord.**

7. Tenant(s) shall not go upon the roof of the building within which the Leased Premises is located or any other building in the same area.

8. No radio or television reception devices (such as antennas and satellite dishes) shall be installed upon the Leased premises or in the common areas around the Leased Premises without written permission from the Landlord.

9. Tenant(s) shall not permit the Leased Premises to be unoccupied for longer than five consecutive days without notifying the Landlord.

10. Tenant(s) shall maintain the heat within the Leased Premises at a temperature no less than 50 degrees during the winter period from November through April.

11. Tenant(s) shall place all trash and disposable items in trash bags and they shall be deposited in the designated common waste disposal containers. Anyone removing items of any description from common trash or recycling containers will be asked to vacate the Leased Premises.

12. Parking is on-street only.

13. Other than for medical reasons (cannot do steps, etc.) or increasing/decreasing number of bedrooms, moving from one apartment to another is not allowed.

14. There will be a $25.00 fee each time Landlord must travel to the Tenant’s residence to unlock doors for entry, **Payable at the time of service**. Landlord will not hand out master keys to tenant(s) for **ANY** reason. If a replacement key needs to be made the tenant will be charged an additional $25.00.

15. Landlord has the right to temporarily turn off any utility or other service to the Leased Premises in order to make repairs or do maintenance. Notice will be given as early as possible.

16. Any and all outside holiday decorations must be taken down completely within thirty days from the date of the holiday.

17. Malta Temple Assn. will not pro-rate any tenants rent when moving out unless tenant is moving to another rental unit handled by JAB Property Management.

18. If at any time during the term of this lease any of the signed parties (residents) request to be removed from or have a new person added to the said lease, a charge of $50.00 per person will be incurred.

19. UTILITIES: It is the tenant’s responsibility to have all utilities turned into their name immediately upon inhabiting their Leased Premises. Also, it is the tenant’s responsibility to have all utilities in their name shut off upon vacating the Leased Premises. Landlord will not be responsible for payment of utilities that are not removed from the Tenant’s name. Any charges incurred by the Landlord from any utility or municipality due to tenant’s moving from the unit will be borne by the tenant and shall be paid with the last rent or deducted from the security deposit.

20. This document is being signed by \_\_\_ parties both jointly and severally.

21. **CHARGES FOR RETURNED CHECKS**

1. If tenant’s check is returned by the bank for any reason (including but not limited to: insufficient funds, stop-payment order, error on check) tenant must pay a service charge of $45.00 in addition to other charges set forth below.
2. Tenant shall replace the returned check with a money order, certified check, cashier’s check, or cash payable to Landlord **IMMEDIATELY.**
3. If tenant’s check is returned after the 5th day of the month or if tenant’s check is not made good prior to the 5th day of the month in form of money order, certified check, cashier’s check, or cash, the payment shall be considered late, and in addition to above charges, tenant shall pay a late fee of **$25.00.**
4. The returned check charge and late fee are due immediately and payable as additional rent under the terms of the lease and are considered liquidated damages for Landlord bookkeeping and clerical expense.
5. If tenant’s rent check is returned, Landlord reserves the right to require tenant to pay future rent by money order, certified check, cashier’s check, or cash only.
6. Landlord reserves the right to collect all additional penalties provided by the law for checks not honored by the bank.

22. ALL repairs must be reported to and handled by JAB Property Management. Any tenant(s) who tries to do their own repairs will be financially responsible for any damages done due to their negligence. Replacement of light bulbs is not considered a repair and therefore will be the responsibility of the tenant(s). Also, if a tenant makes a repair call and nothing is found to be wrong with the item in question, the tenants may be billed for the trip. Minimum charge will be for one hour at **$50.00/hour**.

23. Locks on all rental units are changed between tenants for security purposes. Tenants are **NOT** authorized to change locks. Landlord **MUST** have a copy of all keys to rental unit.

24. Visitors may stay no longer than 1 week. Maximum occupancy is 2 people per bedroom.

25. Tenants are being given a move-in report on which they are to document any existing damages to the rental unit. If tenant fails to return a completed move-in report within 30 days, Landlord will assume that ALL damages are those of the current Tenant.

26. Tenant(s) will receive a copy of all lease paperwork upon signature. Any future request for a copy of the lease or related paperwork will be $5.00.

27. Feminine hygiene products, condoms, Q-tips, baby wipes, paper towels, etc. are not to be flushed down the toilet. Nothing other than human waste and toilet paper is meant to be flushed. This includes items placed in the toilet by unattended children (toys, paper towels, etc.) Any time a maintenance person of JAB Property Management or independent plumber is called and this is found to be the problem, the tenant will be billed.

29. **MOVE OUT COST SCHEDULE**

1. Cleaning Charges:

If prior to moving out you do not clean the items listed below and leave them in unsatisfactory working order, the following charges **Will** be deducted from your security deposit or owed to us if your security deposit is insufficient to cover the charges: **$50.00** per hour per maintenance person. Please note that this is not an all-inclusive list. You can be charged for cleaning items that are not on this list. You will also be charged for disposal of any items left behind.

**Kitchen-** oven, drip pan, stove, vent hood, refrigerator/freezer, floor, sink, countertops, any other appliances supplied by landlord, wipe out cabinets and drawers.

**Bathroom-** shower doors, tub, toilet, sink, countertops, vanity, medicine cabinet, pantry shelves wiped out, and floor.

**Miscellaneous-** windows, window covering (drapes, blinds), carpets vacuumed or shampooed if necessary, hard floors cleaned including baseboard trim and heaters.

**PLEASE NOTE: Discoloration on walls, curtains, mini-blinds, etc. From nicotine and/or the burning of candles or oil lamps will be charged to the tenant(s). If walls must be scrubbed and/or repainted, or fixtures replaced, Tenant(s) will be billed for all time and materials used.**

1. Replacement/Repair Charges:

If any items are missing or damaged to the point that they must be replaced when you move out, you will be charged for the current cost of the item plus labor at **$50.00** per hour per maintenance person. Please note that this is not an all-inclusive list. You can be charged for the replacement of items that are not on this list: window glass, window screens, mailbox/door keys, bath mirrors, doors, light fixtures, light bulbs, countertops, flooring, appliances supplied by the landlord, smoke detectors/batteries.

30. Tenant(s) are required to carry the stated liability insurance policy in the amount of **$500,000** dollars throughout the term of the lease. The policy is to have **MALTA TEMPLE ASSN.** listed as an additional insured. If the policy is dropped or cancelled it will be considered a breach of lease which is grounds for eviction.

31. The burning of candles in the rental units is forbidden, with the exception of power failure. This is due to prior smoke and wax damage to walls and flooring.

32. Upon move-in of the above referenced unit, the carpets are new or were shampooed. Upon exiting, it is the Tenants Responsibility to have them shampooed. If not, we reserve the right to charge a minimum of **$100.00 per room** to have them shampooed.

33. There are **(\_\_\_)** operating smoke detectors in your unit. If smoke detector is tampered with the landlord will be notified via the fire control system.

34. Rent payments cannot be accepted as multiple payments. Rent is to be paid in full, as one payment in cash, or (1) check, or with a money order for the full amount of your rent, nothing else will be accepted.

35. Rent includes: water, sewer, garbage, heat, and basic cable.

36. Tenant is signing the lease as of , with a move-in date of , should they change their minds to move into the subject rental, they will lose security deposit and any other monies paid.

37. All cellular blinds are to remain with the property when tenant vacates.

38. There are to be no pets in this rental unit.

39. Tenant(s) is not allowed to do any repairs, painting or other work to the property. Landlord is to be contacted for any work, repairs, etc.

40. No stencils, stickers are allowed to be put on the walls or ceiling.

41. Under no circumstances will security deposit or any portion of the last month rent be returned within the first year of the lease, due to breaking the lease or job transfer of tenant.

42. This is a non-smoking unit.

43. If tenant does not pay appropriate amount of money due for a specific month there will be a **$50.00** bookkeeping charged incurred. (i.e. rent, last month installment, utilities, etc.)

44. No Smoking anywhere inside the building or within 15 feet of entry door.

45. Fire Escape is for emergency use only.

46. No use of the stair chair without landlords permission.

47. Tenants cannot give out door code to front door.

48. Landlord will install and remove window ac units for the tenant(s) once in the spring and once in the fall. Those dates will be given to tenants in a notice at a later date.

49. **ZERO TOLERANCE FOR CRIMINAL ACTIVITY:**

The landlord has zero tolerance for criminal activity in or around the leased premises.

This policy applies to the tenant(s), residents, guests, and/or family members. The landlord will immediately report any evidence of criminal activity to the proper authorities, and the tenant(s) engagement in any criminal activity is a default of the Lease Agreement.

The Tenant(s) understands that it is his/her/their responsibility to call the police/emergency services and report any suspicious activity observed, and then notify the Landlord.

The Tenant(s) understand that domestic disturbances not only infringe on the neighbor’s peaceful enjoyment of their property, but are also a default of the Lease Agreement.

In the event of any criminal activity in which the Tenant(s) is directly or indirectly involved on or off the premises, the Landlord will take the legal measures necessary to evict the Tenant(s) from the Leased Premises. This includes but is not limited to DUI, illegal drug activity, gang involvement, and domestic disturbances.

BY SIGNING THIS COPY OF THE RULES AND REGULATIONS, TENANT (S) AGREES THAT TENANT (S) HAS READ AND UNDERSTANDS THESE RULES AND REGULATIONS. ANY DEFAULT OF THE LEASE AGREEMENT WILL RESULT IN THE LANDLORD TAKING THE NECESSARY STEPS TOWARDS EVICTION OF THE TENANT(S). THE TENANT(S) MAY THEN BE RESPONSIBLE FOR THE RENT REMAINING DUE FOR THE BALANCE OF THE LEASE AGREEMENT TERM, COURT COST, ATTORNEY FEES, AND OTHER CHARGES IN ACCORDANCE WITH ALL APPLICABLE LOCAL LAWS AND REGULATIONS.

Received and Reviewed:

Date Tenant

Date Tenant

Date Tenant

Date Tenant

Date Landlord

Date Witness