

**FARRELL GARDENS APARTMENTS  
APARTMENT LEASE CONTRACT ADDENDUM**

**COMMUNITY RULES AND REGULATIONS:**

**Repairs** – The Landlord will repair and maintain such items as leaky faucets, broken switches, leaking water lines, leaking roof, broken door locks, heating and air conditioning problems, and all such items, which are not caused by the fault or negligence of the Resident. The responsibility rests with the Resident for broken blinds, broken glass, toilet stoppage, broken light bulbs, filter replacements and such similar items. Resident is not permitted to make any repairs or alterations without the consent of the Landlord. Please notify the Landlord immediately of any condition observed by the Resident which requires repair.

**Appliances** – Landlord will provide a refrigerator and oven/range. No dishwashers or washing machines are allowed without prior written approval and a signed addendum.

**Interior Care** – Paragraph 19.2 of the lease requires you to keep the apartment clean. Paragraph 13.3 requires you to reimburse the Landlord for damage to doors, windows and screens. We will periodically inspect your apartment for cleanliness and damages.

**Locks and Keys** – Landlord shall provide a lock for exterior doors. So as not to restrict the ability to provide the Resident with maintenance and emergency service, Resident agrees no additional locks shall be placed upon any door on the premises nor shall locks be changed. Upon termination of the lease, Resident shall return to Landlord all keys to the premises.

**Disturbing Noises** – Resident agrees not to make or permit to be made any disturbing noises; neither shall Resident commit or permit any act which will unreasonably interfere with the rights, comfort or convenience of other residents. Resident shall keep the volume of any radio, stereo, TV or musical instrument in Resident's apartment sufficiently reduced at all times so as not to disturb other residents in the building.

**Hanging Pictures** – Use of "Command" brand picture hanger is recommended so Resident will not mar the walls unnecessarily. No other foreign objects are to be placed in or on any surface without prior approval by the Landlord.

**Painting** – Painting of any surface in the apartment or the application of wall paper is prohibited.

**Electric Light Bulbs** – Landlord shall supply Resident's apartment with electric light bulbs at the time Resident moves in. Resident agrees to furnish replacements thereafter.

**Disposable Items** – Disposable diapers and other personal items are to be wrapped and placed in trash containers – NEVER IN THE TOILET. Items which are placed by the Resident or Resident's guests in the, toilet, tub, shower stall, or sink drains requiring repair shall be an expense of the Resident who shall reimburse the Landlord for the cost of making such repair upon demand.

**Trash** – Trash, newspapers, and other disposable items are to be wrapped securely and deposited in the dumpster container. Garbage may NOT be left to sit in the breezeways, on patios, or next to dumpsters. **Larger items, such as furniture and appliances are not permitted to be placed in dumpster containers.** Please contact the office for removal instructions on these items. Never place batteries, paint, chemicals or hot coals in the dumpster.

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**Antennas** – No exterior antenna or satellite dish of any kind may be installed or maintained in the apartment community without prior approval from the Landlord.

**Parking Lots** – Landlord’s ability to maintain the appearance of parking lots requires that Resident does not use parking lot to wash or repair cars. The parking of commercial or any other vehicle other than regular passenger cars by the Resident or Resident’s guests within the apartment grounds is prohibited. *Any inoperable vehicle, or vehicle without current plates, or vehicle without a valid parking sticker will be towed from the premises.* All residents and guests shall obey posted speed limits. Children are not permitted to ride bikes or play in the parking lot.

**Exterior Appearance** – No sign, advertisement, notice, or other lettering shall be exhibited, inscribed, painted, or affixed by any Resident on any part of the inside or outside of the building or the individually assigned apartment. Balconies shall not be used for storage. BBQ grills may be stored on but not used on the balcony (required by insurance). All windows must have properly installed window shades. Properly installed white-backed drapes may be added by tenant with management approval. The uses of sheets, blankets, tinfoil, newspaper, or improperly fitted drapes are prohibited.

**Exterior Care** – The trees and shrubbery are a vital and valuable part of the premises and the Resident shall be liable for damages caused by Resident, Resident’s family or Resident’s guest for any mutilation or defacing the same. The sidewalks and lawn areas must not be obstructed by any toys, carriages, bicycles, recreational equipment, etc., or used for storage of any type.

**Precautions** – The storage of kerosene, gasoline, or other flammable materials is prohibited. No items may be stored in the furnace room. The furnace room is not to be used for any other purpose than intended; If found otherwise, the Resident will be given notice to correct the issue or possibly 30 day notice to vacate. *Waterbeds will be permitted, only with written permission of the Landlord and proof of insurance.*

**BBQ Grilling** – Absolutely no BBQ grill use is allowed inside the apartment. BBQ grilling is not allowed within 10 feet of any structure, balcony or deck. The BBQ grill must be supervised by an adult at all times. No hot coals are to be placed in the dumpster. Tenants are responsible for cleanup after BBQ use.

**Residents** - Are not permitted to loiter, gather, gamble, or play in stairwells, hallways, corridors, parking lots or any other location in or around the buildings where they may endanger themselves or unnecessarily disturb other residents. Children must be supervised at all times.

**Access** – Landlord will only provide one main door key to each adult member of the household whose signature appears on the lease and in accordance with the lock out policies of the community. Landlord will also supply one mailbox key per apartment. Additional keys may be purchased for \$25.00/key.

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**Visitors** – Visitors may stay with a Resident for a period no longer than 1 week (7 consecutive days). Resident must obtain prior written permission from the Landlord for visits longer than one week or for multiple visits of any period with less than 1 week between visits. If any guests are suspected of staying in a tenant’s apartment longer than permissible time without written permission, the tenant will be subject to a \$250 fine. Visitors will abide by all Rules and Regulations as listed in this packet and leasing agreements.

**Pets** – No Pets are allowed.

**Utilities** - Only residents whose names appear on the lease may have utilities in their name for any apartment with the Farrell Gardens Apartments. Tenants are responsible for paying the utility bills through the entirety of their lease terms. Any power shut off, due to Tenants failure to pay bill in accordance with utility company’s schedule, will result in a \$25.00 service fee to Tenants account.

**Residents and Guests** – Must observe all Rules and Regulations posted within the community.

**LOCK OUT AND LOST KEY:**

If Resident becomes locked out, please contact the Managers Office to obtain a temporary key\*, replacement key, and/or to be let in. If it is after business hours Resident must contact the Managers Office at (713) 742-6222. If Resident receives the voice-mail, please leave a message including:

- Resident Name
- Apartment Number
- Contact Telephone Number
- Resident Location

The manager will contact the Resident as soon as possible to provide assistance.

**There will be a \$45.00 charge for all after hours lockouts.** The charge must be paid within 48 hours of the lockout or a late fee will be charged.

**Key & Deadbolt Replacement Fees:**

- **Apartment Key:** \$25.00
- **Gate Key:** \$25.00
- **Mailbox Key:** \$25.00
- **Deadbolt:** \$75.00

\*Temporary keys are available at the Leasing office for residents only. The Resident requesting the key must be listed on the Lease Agreement. The temporary key must be returned within fifteen (15) minutes of the time checked out. Any temporary key that is not returned within fifteen (15) minutes of the time checked out will be charged \$25.00 for a replacement key.

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**COMMUNITY RULES AND REGULATIONS:**

**Tenant #1:**

I, \_\_\_\_\_ have read and understand all Rules and Regulations pertaining to the Farrell Gardens Apartments. I agree to adhere to all rules and regulations posted. I understand that failure to follow these rules and regulations could result in termination of my lease.

\_\_\_\_\_  
Tenant Signature/Date

**Tenant #2:**

I, \_\_\_\_\_ have read and understand all Rules and Regulations pertaining to the Farrell Gardens Apartments. I agree to adhere to all rules and regulations posted. I understand that failure to follow these rules and regulations could result in termination of my lease.

\_\_\_\_\_  
Tenant Signature/Date

**Tenant #3:**

I, \_\_\_\_\_ have read and understand all Rules and Regulations pertaining to the Farrell Gardens Apartments. I agree to adhere to all rules and regulations posted. I understand that failure to follow these rules and regulations could result in termination of my lease.

\_\_\_\_\_  
Tenant Signature/Date

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**COMMUNITY RULES AND REGULATIONS:**

**TENANT # 1: RESIDENT EMERGENCY CONTACT INFORMATION:**

**Resident Contact Information:**

\*Name: \_\_\_\_\_ Bldg/Apt #: \_\_\_\_\_

\*Phone: (\_\_\_\_\_) \_\_\_\_\_ 2<sup>nd</sup> Phone: (\_\_\_\_\_) \_\_\_\_\_

\*Email: \_\_\_\_\_@\_\_\_\_\_

**Resident Car Information:**

\*Car Make: \_\_\_\_\_ \*Car Model: \_\_\_\_\_

Year: \_\_\_\_\_ Color: \_\_\_\_\_ \*Car License Plate #: \_\_\_\_\_

**Emergency Contact:**

\*Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

\*Phone: (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

*\*required information*

I authorize Farrell Gardens Apartments to provide the listed emergency contact(s) access to my apartment:

YES:  NO:

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**COMMUNITY RULES AND REGULATIONS:**

**TENANT #2: EMERGENCY CONTACT INFORMATION:**

**Resident Contact Information:**

\*Name: \_\_\_\_\_ Bldg/Apt #: \_\_\_\_\_

\*Phone: (\_\_\_\_\_) \_\_\_\_\_ 2<sup>nd</sup> Phone: (\_\_\_\_\_) \_\_\_\_\_

\*Email: \_\_\_\_\_@\_\_\_\_\_

**Resident Car Information:**

\*Car Make: \_\_\_\_\_ \*Car Model: \_\_\_\_\_

Year: \_\_\_\_\_ Color: \_\_\_\_\_ \*Car License Plate #: \_\_\_\_\_

**Emergency Contact:**

\*Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

\*Phone: (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

*\*required information*

I authorize Farrell Gardens Apartments to provide the listed emergency contact(s) access to my apartment:

YES:  NO:

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**COMMUNITY RULES AND REGULATIONS:**

**TENANT #3 EMERGENCY CONTACT INFORMATION:**

**Resident Contact Information:**

\*Name: \_\_\_\_\_ Bldg/Apt #: \_\_\_\_\_  
\*Phone: (\_\_\_\_\_) \_\_\_\_\_ 2<sup>nd</sup> Phone: (\_\_\_\_\_) \_\_\_\_\_  
\*Email: \_\_\_\_\_@\_\_\_\_\_

**Resident Car Information:**

\*Car Make: \_\_\_\_\_ \*Car Model: \_\_\_\_\_  
Year: \_\_\_\_\_ Color: \_\_\_\_\_ \*Car License Plate #: \_\_\_\_\_

**Emergency Contact:**

\*Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
\*Phone: (\_\_\_\_\_) \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

*\*required information*

I authorize Farrell Gardens Apartments to provide the listed emergency contact(s) access to my apartment:

YES:  NO: