

## EXHIBIT A RULES AND REGULATIONS

1. Management and its Management company are empowered to enforce these rules and regulations. All rules and regulations shall be in effect at all times. Management shall have the right to change the rules and regulations after a thirty-day written notice to Resident if the change is required to protect the physical health, safety or peaceful enjoyment of the residents and guests in the apartment community, and conforms to relevant law.
2. The sidewalks, entrances, passages, courts, vestibules, stairways, corridors and halls shall not be obstructed or encumbered or used by resident for any purpose other than ingress and egress to and from the leased premises ('premises'). All Resident's boots, overshoes, throw rugs, umbrellas, and other personal property shall be kept within the premises at all times.
3. No sign, signal, illuminations, advertisement, notice or other lettering or equipment shall be exhibited, inscribed, painted or affixed or exposed by Resident on or at any window or on any part of the outside or inside of the premises or any building at the apartment community.
4. No shades, awning or other projections including air conditioners, television or radio antennas or wiring shall be placed upon or attached to or extended from the outside walls or roof of the premises or any building at the apartment community without Management's prior written permission. No window shades nor any other window attachment shall be placed on any of the windows without Management's prior written approval. No signs or medallions of any kind shall be installed in the halls, on the mailbox, on the doors or windows of the premises or any area outside of the premises.
5. No person shall play in any areas other than those specifically provided for such purpose by Management. Playing in the Halls, entrances, stairways or basements of the building in the apartment community is expressly prohibited.
6. Management may retain a pass key to the premises. No Resident shall add, remove or alter any lock or install a new lock or knocker on any door of the premises without prior written consent of Management. In case such consent is given, the Resident shall provide Management with an additional key for Management's use pursuant to Management's right of access at reasonable times to the premises to the extent permitted by law. Resident shall be responsible for the replacement of any lost keys provided by Management.
7. Residents shall take the necessary precautions to prevent their property from falling from the windows or doors of the Premises. Residents shall not sweep or throw from the premises any dirt or other substances into any of the corridors, halls, stairways, entrances, light shafts, ventilators or elsewhere in any building in the apartment community.
8. Nothing shall be done by the Resident in or about any building in the apartment community which will interfere with the Rights, physical health, safety, peaceful enjoyment, comfort or convenience of other Residents. No musical instruments, radios, televisions, or phonograph shall be operated and no cooking equipment shall be utilized in a manner that is disturbing or annoying to other Residents nor shall any Resident make any disturbing noises or create any annoying odors at any time. Resident shall keep the entry door to their premises closed except during ingress and egress from the premises.
9. No pets shall be permitted at the apartment complex without Management's prior written consent except for the required services of trained and certified seeing eye or hearing ear animal/ or as specifically provided by the "PET EXHIBIT" for RRH elderly properties.
10. Windowsills shall be kept free from all Resident's personal property. No additional air conditioning units shall be installed By Resident without the prior written consent of Management. No tablecloths, clothing, laundry, curtains, rugs, or other personal property of the Resident shall be shaken or hung from the windows, doors, terraces or balconies.
11. The water closets, basins and other plumbing fixtures shall not be used for any purpose other than those for which they were designed; no sweepings, rubbish, rags or other improper articles shall be thrown into any of them. Any damage resulting from Resident's misuse of such facilities shall be paid for by the Resident.
12. The trees, shrubbery, and planted areas are a vital and valuable part of the apartment community and the Resident shall pay all damages resulting from any mutilation or defacing thereof for which the Resident is responsible.
13. Laundry work shall be done by the Resident only in the rooms provided for such purpose at the apartment community. Washing machines, dryers and any other laundry equipment shall only be used and operated in the rooms provided for such purpose. Resident shall remove Resident's belongings immediately after using the laundry equipment so as to enable other Residents to use the equipment. Resident shall leave all laundry equipment in a clean and neat fashion for the use by the next Resident.
14. None of Management's equipment may be removed from the premises or any part of a building in the apartment community. All such equipment shall be permanently retained in its original location.
15. A. Resident shall be responsible for all damages beyond normal wear and tear to the premises, stairways, hallways and any part of the apartment community which may be caused by Resident, Resident's agent and/or Resident's invitees including damage caused by moving furniture or other bulky articles.
  - b. Residents shall not commit or suffer either substantial or repeated physical damage to the leased premises or any portion of the apartment community.
  - e. Residents shall not commit or suffer either substantial or repeated physical damage to the property of others.

16. No spikes, tacks, screws, hooks or nails shall be driven into the walls, ceiling, woodwork or doors of the premises except that resident may insert a reasonable number of small nails in the walls for the purpose of hanging pictures, mirrors and/or decorative accessories. Resident shall not otherwise mar or deface such walls, ceilings or woodwork. Resident shall not use Scotch tape, stickers, adhesive or picture hangers on the walls nor adhesive contact paper on the walls, shelves or in the drawers. Resident shall only have a telephone installed at the prewired location in the premises. Recess wall mounting of telephone equipment shall not be allowed.
17. Newspapers, cans, garbage and other refuse must be placed in containers provided by Management for that purpose and the Resident shall keep the container lid, if any, tightly closed at all times. Resident shall comply with governmental regulations relating to disposal by Residents of garbage and other refuse. No litter, ashtrays nor any other refuse shall be dumped or disposed of in any parking areas or other common areas at the apartment community.
18. Resident shall not store any kerosene, gasoline or other flammable or explosive material.
19. Resident shall not commit any act of violence or make any threats using violence, which includes, but is not limited to the unlawful use, carrying, bringing, or storing any firearm or ammunition in or around the project.
20. No car or vehicle repairing, polishing or washing shall be done at any time in or about the apartment community. Resident shall place cardboard or other protective material to protect pavement from parked vehicles that leak oil or Management shall have the right, among others, to have the vehicle towed away and stored at Resident's expense in a lawful manner.
21. None of Resident's personal property of any kind shall be kept on the lawns.
22. Resident shall only cook or bake in the kitchen of the premises or at the barbecue grills, if any, provided by Management. Gas grills allowed on ground floor patios only the Fire Marshall does not allow grills of any sort to be used on the second floor. The patio must be kept clean of all utensils and debris. Gas grills are the only type of grills allowed, charcoal grills are never allowed unless provided by management.
23. No riding of motorized or non-motorized vehicles/bicycles on the walks, lawns or planted areas shall be permitted. Bicycles shall be kept in the areas designated by management for such purpose, and at no time will bicycles be permitted in or about the front entrance of any building at the apartment community. No baby carriages, bicycles, velocipedes or other large articles shall be allowed in halls, passageways, stairways of any building or on any lawn or planted area in the apartment community. Use of skateboards, rollerblades or similar equipment is specifically prohibited throughout the apartment community.
24. Only those persons listed as occupants in the Resident's application for tenancy shall be allowed as household occupants to occupy the premises without Management's prior written permission. Violation of this provision may cause guest(s) to be counted as household members, if qualified, or at Management's option, your tenancy may be terminated.
25. No Resident shall do or permit anything to be done in or about the premises, or bring or keep anything therein which will in Anyway increase the rate of fire insurance on the apartment community or on the property therein. No Resident shall perform any act in violation of the laws relating to fires or perform any act in violation of any insurance policy upon the building in the community.
26. Residents and their family, guest or invitees shall given written notice to the resident manager of any accident or injury to any person or of any damage to premises or any part of the apartment community within 5 days of the happening of such accident or injury.
27. Management shall have the right to exclude the placement of Resident's property on balconies, terraces, hallways, stairways, yards, and other common areas of the apartment community. Patios must be kept clean at all times. Patios are not to be used as a storage area. Garbage must never be left on patios even momentarily. Do not place items on ledges. Do not hang things from our patio walls or the walls of the buildings. Attachments are not allowed on railings, fences or trees.
28. Unless draperies are provided by Management to Resident at no cost, Resident shall install draperies on all of the windows and doorways in the premises at Resident's sole expense. All of the Resident's draperies shall be of neutral color so as to achieve a neat and uniform exterior appearance. If a Resident does not provide the draperies and/or lining, Management shall have the option to do so and Resident shall pay Management the cost thereof at the next monthly rental due date. At no time shall sheets be used as draperies on any windows or doorways in the premises.
29. Resident shall not use waterbeds without management's prior written consent. Resident shall be responsible for all damage caused by leakage from a waterbed, water damage caused by draining a waterbed or damage caused by the weight of a waterbed.
30. Motorcycles, trucks, commercial vehicles, trailers, mobile homes, recreational vehicles or boats shall not be parked in any parking space or carport at the apartment complex without Management's prior written approval. If any vehicle is parked in the parking space or carport contrary to the provisions hereof, Management shall have the right, among others, to have the vehicle towed away and stored at Resident's expense in a lawful manner.
31. No vehicle shall be operated at a speed in excess of 10 miles per hour on the driveways, parking areas or any other part of the apartment community.
32. All vehicles must be registered with management identifying the owner of said vehicle year, make and license plate number.

All vehicles must be operable, registered and licensed. Management shall have the right to remove all inoperable or unregistered or unlicensed vehicles from the premises at the Resident's expense and Resident must reimburse Management for all costs incurred in removing the said vehicle. Residents agree that they will move their vehicles to allow snow removal at a time set by management. Vehicles not moved to allow snow removal will be towed and impounded at a cost set by the vendor.

33. No tenant, no member of a tenant's household, or other person under tenant's control shall unlawfully manufacture, deliver, Possess with intent to deliver, or shall possess or use a controlled substance on the premises. In the event of violation of this rule, to the extent permitted by law, tenancy shall be terminated under the seven (7) days' notice procedure, or otherwise as required by circumstances.
34. Nothing shall be done by the Resident, members of the Resident's household, Resident's guests or agents to abuse the Management's agents or employees, including but not limited to: assaulting, battering, unwanted touching, emotional harassment or excessive verbal abuse, or threats of assault, battery, or harm.
35. Resident shall, at all times, provide appropriate adult supervision of all minor children of the tenant's household and of all Tenant's guests who are minor children, whether said minor children are within the Resident's unit, or in the common areas.
36. Non-payment, repeated late payment of rent, occupancy changes without appropriate and timely notice or default in any other Financial obligation due under the lease beyond any grace period constitutes a material non-compliance with the lease and is Cause for the termination of the resident's tenancy.
37. Resident shall be responsible for all actions of his/her guests while guests are on the premises, whether in the Resident's unit Or while in the common areas. Any actions of the Resident's guests that would be a material non-compliance with the lease, if done by the Resident, will form the basis for the termination of the Resident's tenancy.
38. WADING OR SWIMMING POOLS ARE NOT ALLOWED AT ANY TIME.
39. An incident or incidents of actual or threatened domestic violence, dating violence or stalking will not be construed as serious or repeated violations of the lease or other "good cause" for terminating the assistance, tenancy, or occupancy rights of a victim of abuse.
40. Criminal activity directly related to domestic violence, dating violence or stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be cause for termination of assistance, tenancy, or occupancy rights of the victim of the criminal acts.
41. Assistance may be terminated or a lease "bifurcated" in order to remove an offending household member from the home. Whether or not the individual is a signatory to the lease and lawful tenant, if he/she engages in a criminal act of physical violence against family members or others, he/she stands to be evicted, removed, or have his/her occupancy rights terminated. This action is taken while allowing the victim, who is a tenant or a lawful occupant, to remain.
42. The provisions protecting victims of domestic violence, dating violence or stalking engaged in by a member of the household, may not be construed to limit the Owners/Agents, when notified, from honoring various court orders issued to either protect the victim or address the distribution of property in case a family breaks up.
43. The authority to evict or terminate assistance is not limited with respect to a victim that commits unrelated criminal activity. Furthermore, if an Owners/Agent can show an actual and imminent threat to other tenants or those employed at or providing service to the property if an unlawful tenant's residency is not terminated, then evicting a victim is an option, the VAWA notwithstanding. Ultimately, Owners/Agents may not subject victims to more demanding standards than other tenants.
44. The VAWA protections shall not supersede any provision of any federal, state, or local law that provides greater protection for victims of domestic violence, dating violence or stalking. The laws offering greater protection are applied in instances of domestic violence, dating violence or stalking.
45. There will be no inter-property transfers allowed.
46. There will be no reimbursements from Richards Management or any property managed by Richards Management for any damage to personal property. All tenants must carry renters insurance.
47. There shall be no toys, playground equipment, bikes, on any portion of the property outside of the buildings. This applies to anything.
48. If a tenant loses keys and locks need to be replaced, there will be a \$100 charge for the new locks and keying the new lock to the master key of the property. This is also applicable at time of move out. If you do not return keys, you will be responsible for a charge of the \$100.
49. The rules and regulations are incorporated into and made a part of the lease agreement entered into under the date herewith.

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DATED

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TENANT SIGNATURE

810-11/11

**TDD NUMBERS: Michigan 800-649-3777  
Wisconsin 800-947-3529**

**Illinois 800-526-0857**

**Ohio 800-877-8339  
Indiana 800-743-3333**