



Resident Handbook

We welcome you as a new resident of The Hub! Our community is home to many people and our mission is to promote and encourage positive vibes, fun times and general goodwill amongst the citizens of our community. This handbook was designed as a resource to provide you valuable information about your home and best practices for apartment living that if disregarded, can disrupt the enjoyment of the neighborhood. It is the responsibility of each resident to help care for the community and keeping it peaceful and clean always. Your cooperation is important and appreciated.

Resident Quick References:

Office Phone Number:	(270) 904-6009
Signal 88 Security:	(402) 682-7656
Community Manager:	Marita Buckles – Marita@HubBG.com
Assistant Community Manager:	Jessie Watson – Jessie@HubBG.com
Leasing Consultants:	Lauren Boyster – Lauren@HubBG.com Shayne Taylor- Shayne@HubBG.com Leslie Ramos- leslie@hubbg.com
Office Hours:	Monday – Friday: 9am – 6pm Saturday – Saturday: 9am- 3pm Sunday - Closed

My New Address is: 494 Hub Boulevard Apt # _____ Bowling Green, KY 42103

❖ Cable TV & Internet:

Spectrum cable/internet is included with each apartment. Our staff will set up Internet service on your behalf. For cable services and equipment, residents may call 855-895-5302 and select option 2. Prior to move-in, an invitation email to join the Spectrum Community Wifi is sent to each resident. This will allow residents to have internet service immediately upon move-in. The email is sent from “Community Solutions.” Be sure to check spam folders just in case. Personal modems, routers, etc. are not permitted, as they may interfere with service for the entire property. For any question related to internet or

cable service including disruption of service, please first contact Spectrum at 855-895-5302.

- ❖ **Mailbox Key & Address Change:** Mailbox keys will be issued to you by our leasing staff upon move-in. Should you have any questions regarding your mail, the post office phone number is (270) 796-4035. The address is **5300 Scottsville Rd., Bowling Green KY 42104**. Address changes can be completed at the post office or online at www.usps.com. We advise each resident to make a copy of the mailbox key, as The Hub fee for replacement keys is \$75.

- ❖ **Electricity Transfer:** Contact Warren Rural Electric at 270-842-6541 or visit their website at WRECC.com for options on establishing service in your apartment. A copy of the lease agreement may be requested.

- ❖ **Water & Sewer:** The Hub Leasing Office provides transfer service for water upon move in. Bills are mailed to your address monthly by Commercial Water and Energy, Miami, Florida and are the responsibility of the resident. Commercial Water may be contacted at **888-776-3837** with questions.

- ❖ **Trash Compactor:** Trash disposal is a community effort that requires the attention and care of each resident. Mishandling of trash is not an acceptable standard of living at The Hub. We must all share in our commitment to a community as clean and free of trash as possible. Trash is not permitted to be left in community breezeways or common areas at any time. Trash that is ready for disposal should be immediately taken to the community trash compactors. There are 2 compactors in the community. Compactors are located on either side of the clubhouse upon entering both the District or Preserve areas of the community. (Near Buildings 13 and 14) The compactor is intended for disposal of basic household trash contained in bags only and is not for disposal of large cardboard, furniture or large items of any kind. Mattresses and furniture are not permitted. This area is monitored by video surveillance and misuse of the compactor may result in lease violations and fees. Always place trash inside the compactor. Trash is not permitted outside of the compactor on the ground. If you see any trash outside of the compactor, please contact the leasing office immediately so we may address the issue as soon as possible. Large items and furniture may be donated to Habitat for Humanity. Call **(270) 444-2060** to schedule pick-up. Other options for large items include Goodwill, St. Vincent DePaul Thrift Store, Facebook Marketplace or please contact your leasing staff to discuss possible solutions for disposing large items. We thank you in advance for never leaving large items in our trash area.

- ❖ **Recycling:** Recycling is not currently available in Bowling Green or The Hub. We encourage you to take recyclables to Southern Recycling. Please visit their website at southernrecycling.com for instructions. Please ask us how to dispose of large cardboard boxes.

- ❖ **Pool Hours:** Daily 10:00 AM – 9:00 PM, seasonally

❖ **Fitness Center:**

Residents have access to the Fitness Center 24 hours per day, 7 days a week. Persons under the age of 18 must be accompanied by an adult.

Mailboxes and Packages

The Hub has 2 pavilions dedicated for the purpose of receiving mail and packages. Both pavilions are located to the right side of The Hub leasing office. One pavilion is for US Postal Service Mail and packages. The other is the Parcel Pending package locker pavilion that is designed to easily receive packages from UPS, US Postal Service, Fedex, Amazon, DHL and other services. See additional information on Parcel Pending below.

The majority of packages shipped to you via UPS, Fedex, Amazon or other couriers will be delivered to residents via the Parcel Pending Package lockers. In order to receive these packages, residents must be registered with Parcel Pending. Package lockers enable packages to be delivered to a secure/locked location that residents can retrieve 24-hours per day. Once registration is completed, residents receiving packages will be notified of the delivery via text and will receive a code and instructions on which locker has been assigned. Fees may apply for packages that have not been picked up within 3 days. Please see the instructions below on registering for the parcel lockers. Please note that The Hub leasing office does not accept packages on behalf of residents and is not responsible for packages. Oversized packages that do not fit in the parcel lockers will be delivered to your door. Please refrain from ordering and shipping packages to The Hub prior to moving to The Hub. Packages will be left unattended.

Hub Pro Tips for Successful Package Ordering and Delivery:

1. Prior to completing an online purchase, consider where you will most likely be at the time the package will be delivered and choose that location as your shipping address.
2. Double check to make sure the shipping address is not an old address or incorrect.
3. Keep track of all notifications including order confirmations, shipping confirmations and tracking information so you know what packages to expect and what courier service is delivering. This will allow you to easily anticipate where to look for the package upon arrival.
4. If you are having trouble locating a package you are expecting or have any other problem with a package, please first check tracking information and contact the courier service that delivered the package OR the retailer/person that sent the package. The Hub office will not typically have access to information regarding packages for residents. Please see below for helpful contact information for most common couriers:

United States Postal Service (USPS) - 1-800-ASK-USPS® (1-800-275-8777) or usps.com

Amazon – 1-844-370-7615 or email: amzl-address-info@amazon.com

UPS – ups.com

Fedex – 1-800-463-3339 or fedex.com

Parcel Pending Package Locker Registration Information

We are so excited to bring this convenient new amenity to The Hub. Package lockers are the newest feature to make receiving packages and shipments as easy as possible. Instead of packages being left outside your door or delivered to the leasing office, packages will be delivered to a secure locker available for you to retrieve 24 hours a day. Residents must register to participate in this service using the instructions below:

Just sign-up at My.ParcelPending.com.

<https://my.parcelpending.com/signup/isxvXpm5qmxpIjzbvUw7Uw%3D%3D>

Please click the above link when using a desktop computer or laptop. When your package arrives, you will instantly be notified via email and/or text with an access code. Simply enter your access code into the touchscreen keypad and retrieve your package. It's as easy as using an ATM machine.

Are there fees to use the Parcel Pending lockers?

- Packages need to be retrieved promptly to ensure lockers will be available for all residents' deliveries. A storage fee of \$3 per day will be charged for packages left in the lockers beyond 3 days. If you'll be out of town for more than 3 days put your account on vacation mode to avoid storage fees (see FAQs for more details).
- A credit card will need to be on file in case you accrue these fees described above.

Rules & Regulations

Holding Deposits

The holding deposit secures the apartment and helps to defer costs to damages that might occur over time. In order to receive full deposit refund please meet the following requirements:

1. No damage to the property beyond reasonable wear and tear.
2. Lease has been fulfilled.
3. At the time of move out, the apartment should be returned in as similar condition to what it was upon move in with the exceptions of reasonable wear and tear
4. Entire apartment including appliances, (refrigerator, oven, dishwasher, microwave, range, washer and dryer) bathrooms, closets, & cabinets must be cleaned. *Carpets should be thoroughly vacuumed.*
5. Any change in paint color must be painted to the original color. Fees will apply if original paint has been modified.
6. Stickers, glue-on picture hangers are not permitted. Large scratches or holes and excessive number of holes drilled into the wall may result in fees upon move out.
7. Damage or neglect in care to flooring may result in fees.
8. All keys (garage door openers if applicable) have been returned to the office
9. Forwarding addresses left with management.

Any deposit refund will be mailed to the forwarding address provided within 30 days if the conditions above are met. If a partial refund is made, an accounting statement will be furnished detailing all charges.

Rent & Late Payments

Rent payments are due on the 1st of the month and are considered on time until the 5th. On the 6th day of the month, unpaid rent is assessed a late fee of \$75. Rent payments may be submitted by check, money order, through individual online banking, online at Rentcafe.com, or to the community rent drop box located outside the front door of the leasing office. Fees may apply for online credit, debit, and ACH fees. Cash payments are not accepted.

A **\$35.00** Insufficient Funds charge will be imposed on all returned checks.

Maintenance Requests

Most non-emergency or non-urgent service requests are completed within 48 hours. Maintenance requests may be submitted by contacting the office Monday-Friday during normal business hours at 270-904-6009. All emergency requests must also call 270-904-6009. A 24-hour answering service will be available to direct your call to the appropriate person. **Emergencies include fire, heavy water leak that cannot be stopped, electrical outage, heat/air**

conditioning interruptions, and sewer back-ups. Residents with pets are asked to please secure or attend to pets during the expected service.

Resident door locks are battery operated. Should the lock flash with a red, orange, or any color other than green when opening, please contact the office as soon as possible, as this indicates the battery is nearing the end of the life cycle and could abruptly prevent access to the apartment. If not addressed, the door lock will not function, resulting in becoming locked out.

All service requests are asked to be communicated through the office. Service requests submitted by text or email outside of business hours may not be seen until the next business day. Please consider the nature of the request before submitting. If you are unsure if your request is considered to be urgent or an emergency, please call 270-904-6009.

Service requests are completed in the order they are received. If you wish to be home when the staff fulfills a maintenance request, please let the office know. If a specific time period is requested, it could take longer for the maintenance issue to be completed. If you allow access when you are not home, a member of our maintenance team will enter your apartment after knocking and then correct the requested issue.

Pest Control

The Hub provides routine pest control on the exterior of all buildings on a quarterly basis. If an excessive amount of living insects are spotted in your apartment, our pest control company will treat the inside of the home, upon request. Please contact AA Rid All at (270) 843-8586. The pest control company will need your address and a description of the pests and where in your home you are seeing them. The Hub will cover the cost of standard pest control issues, but is not responsible for pests associated with pets or apartments that have not been maintained in a sanitary condition. Pest treatments costs may be billed to the resident for any pests that are deemed by the pest control company to have been present due to resident neglect. These pests include, but not limited to fleas, roaches and bed bugs.

Parking & Speed Limit

- ❖ **One (1) parking permit issued per leaseholder -- two (2) vehicles per apartment -- one (1) additional parking permit available for monthly fee -- temporary guest passes available upon request.**
- ❖ Garages are available for parking for monthly fee of \$150. Garages are intended for vehicle parking and are not to be used solely as storage rental. Should you need a garage for storage purposes and not vehicles, there are many nearby options in the area. Feel free to ask our staff should you need help locating one.
- ❖ Vehicles should be parked only in the designated parking areas. Any vehicles parked illegally in front of garages, handicapped spaces, on lawn areas, or in no-parking zones will be towed at the owner's expense.
- ❖ All vehicles must have a current valid motor vehicle registration. Commercial vehicles including semis, buses, vans, work-trucks, limousines, boats, trailers, and recreational vehicles are not permitted.
- ❖ Auto repair work is not permitted in the community.
- ❖ Vehicles with expired plates, flat tires, or vehicles that are abandoned, unsightly, or deemed inoperable by management are not permitted and may be towed at the owner's expense.
- ❖ Parking or driving on grass is not permitted.
- ❖ Motorcycles are to be treated as vehicles and only parked in designated parking areas. Driving on sidewalks and parking in the breezeways is not permitted.
- ❖ The speed limit throughout the community is 15 mph. Please use extreme caution when driving in the property.
- ❖ Double parking is not permitted.
- ❖ Advertising vehicles for sale is not permitted.

Pool Rules and Regulations

- ❖ Pool Hours are 10:00 AM – 9:00 PM daily, during season
- ❖ Swim at your own risk, there is no lifeguard on duty
- ❖ If requested by a member of The Hub staff, you must present a photo ID and apartment key and must be a resident of The Hub. Please sign in with pool attendant on duty.

- ❖ No more than 2 guests per apartment are permitted. Residents must be present at the pool with guests. Guests will not be permitted without resident. The Hub reserves the right to limit the number of guests during exceptionally busy times.
- ❖ Restrooms designated for pool guests are located poolside in the Bistro. Please avoid using clubhouse restrooms when visiting the pool. Please dry off before entering the restrooms.
- ❖ Glass containers and other breakable items are not permitted in or around the pool area. Broken glass will result in extended pool closures.
- ❖ Per local health department regulations, animals and pets are not permitted in the pool or anywhere within the gated/fenced area of the pool. This will be strictly enforced.
- ❖ Smoking, vaping, and tobacco products are prohibited from the pool area.
- ❖ Noise, such as audio equipment and/or voice levels must be maintained at a minimal and reasonable volume. Please be considerate of other pool guests.
- ❖ Private parties are not permitted in or around the pool area.
- ❖ Pool guests who exhibit signs of inebriation may be removed from the pool area.
- ❖ Proper swimming attire, intended for the purpose of swimming, must be worn at all times.
- ❖ Children under the age of 17 are not permitted to visit the pool without an adult resident over the age of 18 in attendance.
- ❖ Diving, jumping, pushing, shoving, excessive splashing is not permitted.
- ❖ Boisterous behavior, shouting/screaming, and feats of daring exhibition that could jeopardize your personal safety and the safety of others are not permitted.
- ❖ Spitting, spouting water from the mouth or blowing of the nose in pool is prohibited.
- ❖ Any person with exposed cuts or sores is strongly advised not to use the pool.
- ❖ Swimming is prohibited after stated pool hours.
- ❖ Pool will be closed after adding heavy doses of chemicals to the water.
- ❖ Please help keep the pool area clean and pest free by disposing of all litter in the trash containers.
- ❖ Personal items may not be left at the pool and management is not responsible for loss of personal property. Items left will be disposed of nightly.
- ❖ Hub Management reserves the right to refuse entrance to any person(s) who, in their judgment, is/are in violation of the rules and regulations.
- ❖ Every precaution is taken to ensure your safety. If, for any reason, the pool and patio are deemed unsafe for use, the facility will be closed immediately and will remain closed until the city, state and/or management deem the area safe for use.
- ❖ The safety equipment is for the emergency use only. Please do not tamper or allow children to play with this equipment.
- ❖ If a resident or their guest fails to comply with the rules and regulations, pool privileges can be suspended.

Fitness Center Rules and Regulations

The Fitness Center is open 24 hours a day, 7 days a week for The Hub Residents. Residents may gain access to the Fitness Center with their apartment key. Persons under the age of 18 must be accompanied by an adult. Please report any mechanical issues in the Fitness Center to the office staff.

Pet Policies

The Hub is pet friendly to dogs and cats. All homes with pets are required to pay monthly pet rent of \$50 per month per pet. Pet fees and pet rent will not be used to cover damages caused by pet. There is a limit of two (2) pets per apartment and aggressive breed rules and restrictions may apply. These breeds include, but are not limited to: Pit Bull, Bull Mastiff, Rottweiler, Doberman Pincher, Akita, & Wolf Hybrid. Owners of dogs with known aggressive behaviors may not be approved. Added insurance liability protection may be required. Please ask your leasing staff for details.

It is of utmost importance that residents who own pets pick up the waste of their pets. We cannot stress this enough and we implore you, for the benefit of humanity, good hygiene, and to prevent the spread of disease, pick up after your dog. Failure to clean up after your dog will result in lease termination. Pet waste stations, including baggies and receptacles,

are conveniently located throughout the community. Be a community hero. Clean up after your pets. It promotes world peace.

For the safety of your pet and others, dogs are to be kept on a leash when outdoors unless when inside the community dog parks.

It is not permitted to leave pets on the patio while unattended or while away from home. Violation of rules on the Pet Agreement form may result in fines and/or possible lease termination.

Moving Out Before the Lease Expires/ Early Termination

Leases may be terminated prior to the end the original lease term if all of the following occur:

- ❖ Written notice of early termination is provided at least 60 days prior to your move-out date
- ❖ A lease cancellation fee equal to one month of rent is paid at the time notice is given
- ❖ Any concessions received when signing the Lease Contract or upon Lease Renewal are reimbursed to The Hub and paid on or before the specified move-out date
- ❖ All balances are paid in full
- ❖ Forfeit deposit

Military personnel may terminate a lease without penalty with a 60-day written notice. Verifiable travel orders more than 35 miles of The Hub and a supporting letter of transfer by the commanding officer will need to be turned into the management office.

If renewal of the lease is not intended, a written notification to the leasing office is required 60 days prior to the lease expiration. If renewal is intended, simply fill out the renewal offer letter furnished by the leasing office.

If the office is not notified of plans by signing a Renewal form or Intent to Vacate form, the lease will be renewed on a 60-day basis and subject to a short-term lease premium.

Patios, Balconies, Breezeways, Storage, & Grills

Patio and Balcony Policies – Balconies are to be kept free of trash and may contain only furniture intended for permanent, outdoor use. Balconies may not be used for storage. Enclosed patio screens are not permitted. Holiday decorations are permitted during the holiday season and must be removed promptly after the holiday has passed. For reference, we have provided a list of balcony and patio “don’ts”.

Items Not Permitted:

- Portable Chairs/Camping/Lawn Chairs
- Exercise Equipment, Bicycles, Strollers, Scooters, Kayaks, Toys
- Wind Chimes or any item creating noise
- Grills of any kind – per local fire ordinance
- Plants/Planters with dead/dying plants
- Seasonal or Holiday Décor no longer in season
- Unattended Pets, Pet Supplies, Puppy Training Pads
- Coolers, Freezers, Mini-Fridges
- Laundry/items hanging over railings
- Draperies and String lights allowed with restrictions – check with office for instruction
- Trash, boxes, recyclables – must be disposed of immediately.

Breezeways – Breezeways are common shared spaces for entering and exiting the building that must be kept clean and free of items for the courtesy and safety of neighbors. Below are important reminders regarding breezeways:

Items Not Permitted:

- Trash and empty boxes are not permitted at any time, even temporarily. This creates stains, smells, unwanted pests and all-around horrors.
- Fitness equipment, motorcycles, bicycles, strollers, scooters, toys, waste/recycling receptacles,
- Shoes
- Cardboard boxes
- Grills
- Umbrellas
- When disposing of trash, please be aware that liquids and leaking bags can create unsightly stains that may be difficult to clean. Please avoid disposing of liquids in trash bags. It is recommended to utilize garbage disposals and drains for liquid disposal.

According to the Bowling Green Fire Department Uniform Fire Code:

No hibachi, grill, or other similar devices used for cooking, heating, or any other purpose shall be used or kindled on any balcony, under any overhanging portion, or within 10 ft. (3m) of any structure.

No hibachi, grill, or other similar device used for cooking shall be stored on a balcony

Combustible material shall not be stored beneath a building or structure unless specifically constructed or protected for this purpose.

Any person who violates any provision of this Section or any of the provisions of the standards of safety or any other above listed code herein adopted by reference, shall be guilty of a misdemeanor and shall be fined not less than ten (\$10.00) dollars nor more than five hundred (\$500.00) dollars or confined for not more than sixty (60) days or both. Each day such violation exists shall, in the discretion of the court, be considered a separate offense; provided, however, if a more severe penalty for the same violation is provided by KRS Chapter 227 or any other statute, then the penalty shall be imposed.

Failure to comply with the above regulations, may result in the above listed civil fines and incarceration by the city of Bowling Green, but may also lead to lease termination and fines no less than \$50 per day of violation. Outdoor cooking devices left in balconies, patios, breezeways, under staircases, and other common areas will be hauled away at owner's expense.

Keys & Lockouts

One key per authorized occupant is issued upon move in. All keys must be returned to management upon move out. Keys not returned will result in a fee or deducted from your deposit. Replacement keys are \$75.

Should you become locked out of your home after business hours, please call the after-hours maintenance and leave a message with your name, apartment number, time & date, and phone number. An on-site resident liaison will respond to your call by telephone to confirm information. When the resident liaison arrives, be prepared to show identification. You must be a lease holder or authorized occupant to gain access.

There will be a \$100 fee for this service that must be paid to the leasing office the next business day following the lockout service. The resident liaison will not take the payment and has no further authority other than providing resident lockout service.

Noise

A reasonable amount of noise is expected within all homes, regardless of where you live. Noise is part of life, but is also subjective, so not all persons are equally sensitive to the same levels of noise. With that in mind, to be a champion apartment resident, we ask you to be aware and respectful of your neighbors and consider the noise that you may be producing. Neither resident, nor resident's guests or invitees, shall make or permit any disturbing noises in the building or in the community, nor do or permit anything to be done that will interfere with the rights, comforts, or conveniences of other residents. No resident or guest of resident may play any musical instrument, television set, or radio in such a manner that is disruptive or annoying to neighbors. Should a noise issue arise, we suggest the following tips to mitigate the issue as easily as possible:

- ❖ Purchase soft home accent items for your home that will help absorb noise such as area rugs and padding, throw pillows and curtains. Noise bounces off of hard surfaces, so keep this in mind when decorating your home.
- ❖ Refrain from using TV and stereos with sub-woofers and surround sound. Should theater-level sound quality be your jam, apartment life might not be recommended.
- ❖ It is suggested and encouraged to plan household cleaning particularly vacuuming and laundry during typical "awake" hours of the day between 7am and 9pm.
- ❖ Should you or any of your family members such as pets or children tend to be hyper or overly energetic, please discourage running, jumping, bouncing, shouting and barking in the building when possible. Our community is loaded with great park areas and amenities for all these fun activities and is also located next to one of the largest city parks in Bowling Green.
- ❖ Getting to know your neighbors and building a rapport with them is a great way to be aware of one another and makes it easy to talk to them should a noise concern arise.
- ❖ **Signal 88 Security of Bowling Green patrols The Hub property daily and is available 24/7, should you wish to contact them for any noise or security concerns. Their phone number is (402) 682-7656.**

Window Coverings

To assure a uniform exterior appearance throughout the community, blinds furnished in the apartment may not be removed. Curtains and draperies may be used. Window coverings must be in good repair at all times. Under no circumstance may a window be covered by any item not designed as window covering (i.e. bed linens, towels, aluminum foil, reflective film, flags, paper products, etc.). No signs, illumination, advertisement, or any lettering or item may be displayed on windows with the exception of intrusion alarm stickers.

Candles & Cigarettes

Use Caution: Candle burning and cigarette smoking is damaging to the walls, blinds, carpet, and other furnishings. Charges may apply for replacement of these items upon move out. If you choose to use candles, please follow instructions for use. Trim wick to ¼" before use. Do not burn for more than 3 hours at a time. Do not use near a draft. Keep out of reach of children and pets. Do not burn candles unsupervised.

It is highly advised to avoid smoking inside the apartment. Smoking inside an apartment will lead to replacing carpet, complete re-paint, blind replacement, outlet cover replacement, and in some cases, appliances. Charges will apply for replacement of these items, if necessary. In some cases excessive smoking inside the apartment can cause discomfort to your neighbors. When this is the case, you may be asked to ventilate your apartment, smoke outside or possibly vacate the apartment if a remedy cannot be achieved.

Pest Control

Routine & general maintenance pest control is conducted quarterly and included at no charge for seasonal pests; such as the occasional ant, beetle, or spider. Residents may request additional pest control on an as-needed basis by contacting

The Hub's pest control provider, AA Ridall at (270) 842-8586. Pests that are brought into your home; e.g. fleas, roaches, bedbugs, are not covered under this contract and must be remedied by the tenant. Infestations are not covered by this contract and will be the tenant's responsibility to remedy. Failure to notify office or remedy any infestation can lead to lease cancellation and move out charges.

Renter's Insurance

Hub Apartments advises all Residents to obtain renter's insurance for their personal property, personal injuries occurring in their apartment, and/or other damages that may occur. According to the terms of the Lease Agreement, The Hub is in no way responsible for the damage to resident's personal property, and our insurance does not cover the personal belongings of Residents.

Renter's insurance provides you with coverage for loss, damage, or destruction of your property. It also provides coverage for additional living expenses you may incur if the apartment becomes uninhabitable. Such insurance can also protect you from any liability claims resulting from your own activities. For example, if your negligence causes a fire, you may be held responsible for the damage of the property of others, including The Hub. Similarly, if a guest were to have an accident in your apartment, you could be personally responsible for the guest's injuries.

We strongly encourage all residents to purchase this form of protection. Consult with an insurance agent to review your personal needs.

Management Rights

These rules and regulations may be added to, amended or replaced by the manager upon thirty days prior written notice unless an emergency requires immediate implementation.

THESE RULES AND REGULATIONS HAVE BEEN ESTABLISHED BY THE AGENT/MANAGER AND ARE HEREBY MADE PART OF THE LEASE AGREEMENT.

Defined terms used herein shall have the same meaning as given in the lease agreement. Failure to comply with the rules and regulations may, at the discretion of the agent, be deemed a breach of the lease agreement and subject you to eviction.

You are responsible for seeing that guests, with your expressed or implied consent, comply with these rules and regulations as well as with the lease agreement.

I hereby acknowledge and agree to the rules and regulations established in the Hub Resident Handbook.

I understand that the policies shall have the same force and effect as the covenants of my Lease Agreement, and that my family and guests will observe all such rules and regulations. In addition, I understand that Hub Apartments reserves the right to alter, amend, or modify such rules and regulations as deemed necessary, and I agree to abide by any such modifications.

It is further understood that signature of this acknowledgement will be authorization to make provisions specified within the Resident Handbook a permanent part of my Lease Agreement.

Resident _____

Date _____

Resident _____

Date _____

Resident _____

Date _____

Management _____

Date _____