

Brickyard Place Rules and Procedures

Properties include:

504 Main Street 72 Brickyard Lane

1. Guests of the Tenant may occupy the premises for **NO longer than 2 nights consecutively per month** without the prior written consent of the Landlord and full agreement of the other tenants(“roommates”). **\$1000 fine if you have overnight guests more than 2 nights consecutively per month!**
 - a. Please ask your roommates for consent of an overnight guest. If extra utilities are used, please compensate your roommates for your guests’ utility usage. **No more than 7 people in total (including yourself) in your residence at one time, due to safety and space issues. Eviction consequences will apply if this rule is broken by tenant at any time during the lease agreement.**

*****Any tenant found with illegal drugs, illegal firearms, and/or a guest of the tenant who brings drugs to Brickyard Place premises will be fined \$2000.00. This also immediately breaks the lease*****

2. \$1000.00 fine for having an unauthorized pet.
3. NO SMOKING on Premises.
4. NO Fermenting food or bad odors allowed anywhere in townhouses or near townhouses

MUST vacuum, mop floors, every 2 weeks! plus clean your stove top with a razor blade to clean off baked on food wipe microwave! If you spill anything under refrigerator. Please pull it out and clean area.

If you would like a cleaning person to come in twice a month, please contact BrickyardPlace@gmail.com or call 919 337 3330

5. Lightbulbs, Refrigerator water filters, batteries, and air filters will be changed out **by the tenant.**
 - a. **Brickyard Place:** Tenant are responsible for changing air filters, lightbulbs, batteries, and refrigerator filters in each unit: **2 filters per unit every 3 months (4 times per year).** Tenant will record the date changed on each air filter.
 - i. **Use the least expensive Filtrete Brand: all filters- size 14 X 20 X 1**
 1. If filters are dirty, tenant will incur a **\$25.00** charge per filter.

2. If unit freezes due to a dirty air filter, the tenant will be charged for the repair.

6. Guests of the Tenant may occupy the premises for **NO longer than 2 nights per month** without the prior written consent of the Landlord and full agreement of the other tenants(“roommates”). **\$1000 fine if you have overnight guests consistently.**
- a. Please ask your roommates for consent of an overnight guest. If extra utilities are used, please compensate your roommates for your guests’ utility usage. **No more than 7 people in total (including yourself) in your residence at one time, due to safety and space issues. Eviction consequences will apply if this rule is broken by tenant at any time during the lease agreement.**

*****Any tenant found with illegal drugs, illegal firearms, and/or a guest of the tenant who brings drugs to Brickyard Place premises will be fined \$2000.00. This also immediately breaks the lease*****

******* Tenants having a party with more than 7 people will be fined \$1000.00**

7. All tenants will have utilities in their name, until next tenants prepare to move utilities over, per the lease agreement, or until your lease expires.
- a. ******Tenant will incur \$150.00 fine** if utilities are turned off prior to these events.
 - i. Management will communicate and confirm the utility change-over.
8. Trash and recycling receptacles must be lined up in place on Brickyard Lane for easy removal for trash/recycling service each week.
- a. Please contact trash/recycling management service directly with any issues before contacting Brickyard Place property management.
9. Tenants will keep the Houses clean and undamaged at all times, while residing at Brickyard Landing

****MUST vacuum, mop floors, every 2 weeks! plus clean your stove top with a razor blade to clean off baked on food.. wipe microwave! If you spill anything under refrigerator. Please pull it out and clean area.**

There are many more items to clean also!

If you would like a cleaning person to come in once or twice a month, please contact us.

Follow the cleaning procedures checklist on move out sheet for your townhouse before you move out. [Cleaning List online at Rentcampbell.com.](http://Rentcampbell.com)

10. Dog owners will pick up after their dog. Please pick up waste and put it in your garbage can.

Please email Brickyardplace@gmail.com or text 919 337 3330, if something needs to be fixed immediately.

Brickyard Place Management will have your carpet **professionally** cleaned at move out. The prices can be found and will be determined near end of lease. This is a tenant cost split between tenants along with having the house cleaned by a **professional** house cleaner

****MUST vacuum, mop floors, every 2 weeks! plus clean your stove top with a razor blade to clean off baked on food.. wipe microwave! If you spill anything under refrigerator. Please pull it out and clean area.**

There are many more items to clean also!

If you would like a cleaning person to come in once or twice a month, please contact Brickyard Place@gmail.com to set up a cleaning person. Prices to be determined.

11. Brickyard Place Management will complete carpet cleaning and House unit cleaning after all tenants have moved out **2 - 3 days prior to the end of lease date.**

- a. Brickyard Place Management will hire a professional cleaning company to clean your house, and a professional carpet cleaner, at Tenants' expense, at move out.
 - i. Stains or animal urine in the carpet/Vinyl will be an extra cost.
 1. House cleaning price is **DEPENDANT** on how much cleaning needs to be done as a result of tenant occupancy and cleaning standards.
 2. The total cost of cleaning will be divided between each tenant.
- b. Carpets will be professionally cleaned and houses will be professional cleaned at the tenants' expense, Stringent cleaning list, located on **Rentcampbell.com**.
- c. Please read the cleaning list often so you can keep things clean during your entire rental contract period
- d. All carpet and house cleaning is to be completed after everything is moved out of the house,
- e. PLEASE KEEP COMMUNICATIONS OPEN DURING THIS TIME.

12. Security deposit will be paid to tenant following inspection of the unit after tenant has moved out of the residence and after the carpets have been cleaned and the house has been cleaned.
13. Any damage, above normal wear and tear, will be paid by the tenant or his/her guarantor.
- 14. Brickyard Place requires a renter's insurance policy with JAKS Development Group LLC listed as a certificate holder on your policy.**
15. Keep heat on **55** degrees, or higher **AT ALL TIMES**, especially when leaving for an extended period of time.
 - a. If any pipes freeze, it will be at tenant's expense.**
16. Heating and A/C system has dual temperature controls- one for upstairs and one for downstairs at 72 Brickyard Lane. 504 Main Street has one unit.
 - a. Always leave the system on **AUTO FAN**, for the blower, on your thermostat; this will save on electricity costs.
17. When leaving your townhouse for an **extended** period of time, **empty ice makers and discard ice outside your house.** Turn your **ice makers off**.
 - a. Do this by **moving the lever** up to **OFF** position, to avoid water leaking on your kitchen floor, if you lose power.
18. Brickyard Place will accept emails for any repairs or concerns. We work as promptly as possible with continual communication regarding the situation(s) at hand.

Thank you,
Brickyard Place Management