



Lessee:

Property: Windsor West Apartments
2502 Field South Drive
Champaign, Illinois 61821

Apartment No.

The following Apartment Rules and Regulations are for the mutual benefit and information of all residents and are to be considered as an addendum to the Apartment Lease.

Renewal The Apartment Lease shall be renewed for a period of one (1) year unless either Lessee or Lessor, at least () days prior to the expiration of the lease term, gives the other party notice in writing that the Apartment Lease shall not be renewed. It is necessary that Lessor receives adequate notice for renewal or termination by Lessee in order to accommodate the needs of current and future residents. All subsequent Apartment Lease or Offer & Acceptance of Lease Renewal document executed after the initial lease term will require the above referenced notification period be followed, unless otherwise agreed to in writing by all parties. Should Lessee desire subsequent lease term to be for a period less than one year, applicable lease terms may be available from the Property Manager. A new Apartment Lease or Offer & Acceptance of Lease Renewal document must be executed and properly signed upon any renewal.

Move-In Check List You, as Lessee, are provided a Move-in Check List to itemize the apartment condition and/or deficiencies. This List will serve as a permanent record of apartment condition and will be utilized in assessing apartment damage, if any, upon Lessee vacating the apartment. This List must be returned within **3 days** of initial move-in to be considered a valid document.

Move-Out Procedures It is important that move-out processing be handled in a prompt manner to facilitate proper disposition of the security deposit. In addition to Lessee's fulfillment of the Apartment Lease and appropriate move-out notice be given or sent Lessor at the business office for the leased premises, it is required:

- a) All rent and any and all assessed fees be paid in full.
- b) The apartment be returned in good and clean and satisfactory condition excepting only normal wear and tear.
- c) All apartment and supplemental keys be returned to the Office on the specified move-out date previously scheduled with the Office.
- d) A forwarding address for all Lessees be delivered to the Office.
- e) All personal property of Lessee be removed upon vacating the premises. All personal property left by Lessee upon vacating the premises shall be deemed abandoned, and Lessor has the right to remove and dispose of same. Fees may be assessed for disposal and/or storage of Lessee's property. No liability is assigned to the Lessor in the disposal of this property.

Note: The security deposit will be returned, if due, pro rata to all Lessees as signed on current Apartment Lease unless a signed agreement by all parties acknowledges a different allocation.

Apartment Transfer Lessee is not allowed to transfer to a different apartment on the property except on the anniversary of the Apartment Lease. Specific terms governing such a transfer are available in the Office.

Patio/Balcony Lessee shall not use the patio or balcony as a storage area nor allow trash to accumulate. Lessee shall use caution on patio or balcony when using charcoal or gas grills and will not dispose of hot coals in dumpsters nor leave a grill unattended. Local fire regulation may prohibit use of charcoal or gas grills closer than ten feet from any building. Grill use may also be restricted as a condition of the property's insurance policy.

Parking

Except for automobiles, sport utility vehicles, and pick-up trucks, no vehicles (including, without limitation, motorcycles, boats and boat trailers, campers, travel trailers, utility trailers, trucks, commercial vehicles, and motor homes) may be parked on the property without Lessor's prior written consent. All vehicles must be currently licensed and in good operating condition and must be parked only in the spaces provided for parking. No vehicle may be parked in front of dumpsters, blocking other vehicles, on the grass, outside the boundaries of a single designated parking space, or in entrances or exits. Any violations of the foregoing rules will subject the vehicle to being towed without notice at the vehicle owner's expense. Lessor is not liable for any damage arising as a result of towing. Lessee agrees to indemnify and hold Lessor harmless for any claims by Lessee's guests or invitees for the towing of their vehicles for violation of these rules; and Lessee acknowledges the responsibility to advise guests and invitees of the proper manner for the parking of their vehicles, and Lessee further agrees to ensure their compliance in each case. Lessor may impose additional parking regulations, including limiting the number of vehicles, requiring the use of parking decals on vehicles, and/or assigning parking spaces. No more than one vehicle is allowed for each Lessee without Lessor's prior written consent.

The terms and conditions of the Apartment Lease and the Rules and Regulations in conjunction with the general policies and procedures of the property were created to provide equitable guidelines for all parties.

The signature of the Lessee acknowledges understanding of the above Rules and Regulations as a legal and binding addendum to the Apartment Lease, and the Lessee hereby agrees to abide by same. Signed this _____ day of _____,

Lessee:

Lessor: Regency Management Service L.L.C.,
Managing Agent

By:

