

LEISURE ARMS COMPLEX RULES AND REGULATIONS

The following are the Rules and Regulations, policies and suggestions that have been approved by the Lower Alloways Creek Township Committee (hereafter called Management), and are incorporated by reference as part of your lease:

1. Application

Application must be made on the form which was approved by the Township Committee. Eligibility is made on the basis as adopted by the Township Committee on December 5, 1983. Only a spouse may occupy the home with the eligible resident, as approved by the Township Committee on February 8, 1986.

2. Notification and Occupation

Upon notification that a dwelling is available for a perspective tenant, said tenant shall have no more than fourteen (14) days to respond in writing to said notification to advise the management as to their intention to occupy the unit. Within said fourteen (14) days the lease must be executed. Occupancy shall take place within thirty (30) days of said lease. If the perspective tenant refuses the dwelling, his/her name is placed at the bottom of the waiting list.

3. First Inspection

When you move in, everything will have been inspected, but check for your own satisfaction and notify management if you find any faults or deficiencies.

4. Rent Currently the monthly rent is \$658.73 (Approved 2017)

The amount of monthly rent will be calculated upon your gross income and shall not exceed 25% of your gross monthly income or \$658.73 whichever is the lesser of the two amounts; in the event you do not wish to itemize your income, you may elect to choose to pay the maximum rental amount as established yearly. Your rent is due the first day of each month; however, if it has not been paid by the tenth day of the month, it will be considered delinquent.

5. Utilities

You are responsible for all costs on your monthly electric & propane bill. We request your cooperation in shutting off electricity, water and air conditioning when they are not needed. For tenants who have enclosed porches, by agreement they are not to be heated or air conditioned. Contact management if you have any difficulty or need repairs (935-5252).

6. Heat and Air Conditioning

A single thermostat controls both heat and air conditioner. Please contact management if you experience any difficulty in satisfying your comfort requirements.

7. Entry Rights

Management reserves the right to enter your home upon reasonable advance notification to yourself during reasonable hours for the purpose of performing routine inspections and maintenance, the making of improvements or repairs, or to show the premises for re-leasing. A written statement specifying purpose of management's entry must be delivered to the premises at least two days before such entry shall be considered reasonable advance notification. However, management may enter the premises at any time without advance notification when there is reasonable cause to believe that an emergency exists.

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8. Alterations or Changes

The tenant shall not attach, affix or exhibit or permit to be attached, affixed or exhibited except by approval of management or its agent, any articles of permanent character or any sign, attached or detached, with any writing or printing thereon, to any window, floor, ceiling, door or wall on any place in or about the premises, or upon any appurtenances thereto, without in each case the written consent of management first had and obtained; and shall not commit or suffer any waste in or about the premises; and shall make no changes or alteration in the premises by the erection of partitions or the papering or painting of walls, or otherwise, without the consent in writing of management; and in case you shall affix additional locks or bolts on door or windows, or shall place in said apartment lighting or bathroom fixtures without the consent of management first had and obtained, such locks, bolts and other fixtures shall remain for the benefit of management and without expense of removal or maintenance to management. If management does not desire to retain the same, it may remove and store the same, and the tenant agrees to pay the expense of removal and storage thereof.

9. House and Yard Upkeep

You are responsible for keeping your home clean and neat. Keep your premises as clean as if you expect company. **There also is a No Smoking Policy, The Tenant, or the Tenant's family or guest(s) shall not smoke in any room, space or area of the tenant's unit.**

10. Door Lock Service

In case you have forgotten your door key, call the LAC Public Works (935-5252) during working hours (7 a.m.-2:00 p.m.) or for emergency call the LAC Police Department at 935-7300. Management will maintain a master key for all doors, to be used only in an emergency. No unauthorized person will have possession of this key, nor will they be allowed to enter your home without your permission.

11. Personal Property Responsibility

Management is not responsible for loss or damage to tenant's or visitor's property. You should have insurance for fire and theft.

12. Pets

Pets (one dog or cat) are allowed. You are responsible for keeping their area clean and quiet. Animals must be kept inside and on a leash when taken outdoors.

13. Visitors, Boarders, Business Signs

You are welcome to have visitors, but boarders and roomers are forbidden. Only the person listed on your lease is allowed. Written permission from management must be obtained for visitors staying longer than three weeks in anyone given year. Any person staying longer without permission shall put your occupancy in jeopardy. No business or business signs are allowed in the complex.

14. Vehicles

All vehicles owned by tenants should be registered with management. Only cars owned by tenants or their visitors may be parked in areas in front of homes. All cars parked in designated areas must be in operating condition and registered, with a current New Jersey auto inspection tag.

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15. Noise

Keep your television and audio devices at normal volume. Please keep your guest's conversation in normal tones. Respect your neighbor's right to peace and quiet at all times.

16 Appliances and Equipment

Short circuits are caused by using worn out electrical appliances and have caused fires. Be sure your electrical equipment is in good condition. Do not hesitate to contact management for a safety check of your appliances.

17. Air Conditioners

In the event of an electrical storm resulting in a loss of electricity, turn your thermostat to a hotter temperature and leave for five minutes after power is restored before lowering temperature to avoid damage to the air conditioning compressor.

18. Kitchen Counters

Do not place hot pots or skillets on cabinet surfaces and please use a chopping block for all cutting.

19. Windows

To preserve your window sills, be sure to close windows when it rains, snows or hails. Do not let your shades or blinds be battered by wind. It is your responsibility to keep the windows and screens clean. Wash screens occasionally with a soft brush and warm water.

20. Television

Each home has multiple television antennae outlets. All you need to do is hook up your wires and you will get a good picture.

21. Pictures

The walls are constructed with drywall over wood studding. You should not drive nails or screws in the wall before contacting management. Try to use sticky picture hooks when possible.

22. Mail

The mail room is located in the Community Building. Be sure your mailbox is locked after you remove your mail.

23. Community Building

The Community Building is provided for the benefit of the citizens of Lower Alloways Creek. Any legitimate function sanctioned by the Township Committee may be held there.

24. Emergencies

Inform management of your nearest kin and other relatives in case of accident or illness. Your phone number must be listed with management.

25. Repairs/Maintenance

When you have any maintenance or repair needs contact the Public Works Office (935-5252) during normal working hours (7 a.m.-3:30 p.m.) (6am-2:30 pm summer hours) to schedule them or Ronald Campbell Sr., Clerk (935-1549 ext 6230). In the event you need repairs after 4:30 pm or before 7am or weekends, contact the LAC Police Department using the non-emergency police # (935-7301).

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26. Full Time Residency

In order for management to maximize the utilization of the units due to the large waiting list and in order to prevent units from being used as part-time residences, all tenants must in fact be full time residents of their units. For the purposes of the Rules and Regulations of the Leisure Arms Complex, full time residency is defined as: the actual habitation by the tenant of the unit as the sole and exclusive habitat of the tenant, except that in no event may a tenant vacate his premises for more than sixty (60) consecutive days during any calendar year without the written authorization from management. (This provision shall apply to all leases executed after May 18, 1993. For all leases executed prior to May 18, 1993, this provision shall become effective on January 1, 1996.)

27. Removal of Property Upon Death

Upon the death of a leasee, where there is no surviving co-leasee, the heirs of said leasee shall removal all personal property of the deceased within thirty (30) days. In the event said personal property has not been removed within thirty (30) days, management reserves the right to remove said personal property and if unclaimed during the next sixty (60) days, Management shall be authorized to sell said personal property at public auction.

28. Security Deposit

The Tenant shall give to the Landlord a security of one and one half times the monthly rent amount. It shall be deposited or invested by the Landlord and bear interest or yield other earnings as required by law. The balance of the interest or earnings, after deduction for the Landlord's administration expenses allowed by law, shall belong to the Tenant. The Tenant's portion of the interest or earnings shall be permitted to compound, or shall be paid to or credited for the benefit of the Tenant as provided by law.