



EMPOWERING PEOPLE AND PROMOTING HOUSING OPPORTUNITY

## Affordable Housing HOUSE RULES

Effective 11.01.07 Last updated 01.17.2008

Neighbor to Neighbor is pleased you have chosen to make one of our communities your home. We believe that the quality of our apartments and the surrounding environment will provide you with a comfortable living experience. These House Rules are part of your Lease, as stated in your Lease. They have been established to help provide safe, decent and comfortable housing for all our families. This is a legally binding contract that can have legal consequences if broken.

1. **DAMAGES:** All Tenants are responsible for their households, guests & their families (invited or not). Any damage to the apartment, buildings, facilities, common areas or grounds caused by Tenant, members of the Tenants household or their guest(s) will be charged to the Tenant. Charges shall be due and payable within thirty days of notification of charges.
2. **GUESTS:** Only Tenants whose names appear on the lease are allowed to occupy the unit. Any overnight guest(s) staying longer then 15 nights per calendar year will require prior written approval from the Landlord. This could be 15 consecutive OR 15 accumulative nights over 1 calendar year.
3. **UTILITIES:** Utilities **MUST** remain on at all times. Disconnected heat utilities during the summer is not acceptable and is a violation. Tenant will maintain utilities (gas/electric) in the name of any household member on the Lease during the term of residency. If utilities are disconnected due to non-payment, any damage caused to the unit will be the sole responsibility of the Tenant. If the utilities are turned back into Neighbor to Neighbors name any and all charges incurred will be added to your resident ledger and be due within 30 days of notification.

**Housing Opportunity Center**  
1550 Blue Spruce Drive  
Fort Collins, CO 80524  
970.484.7498 ~ 970.488.2355 fax

**Loveland Office**  
565 North Cleveland Avenue  
Loveland, CO 80537  
970.663.4163 ~ 970.663.2860 fax

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4. **USAGE:** Tenant agrees to use the premise solely as a principal Residence, and not to use or permit its use for any other purpose, or to assign the Lease, sublease the Premises, or provide accommodations for boarders or lodgers.
5. Tenant agrees to comply with all obligations imposed by applicable Fort Collins provisions of building and housing codes materially affecting health and safety.
6. **MAINTENANCE:** Tenant agrees to keep the premises and such other areas in a clean, safe and sanitary condition. Resident is responsible for keeping their patio in order. As per city code ONLY outdoor furniture is permitted on patios.
7. Tenant agrees to report to Landlord any damages or repairs needed to the apartment within a reasonable time of occurrence. Any emergency issues as defined on the emergency maintenance pager criteria must be reported immediately when you are made aware of the situation
8. Tenant agrees to dispose of all ashes, garbage, rubbish and other waste from the premises in a sanitary and safe manner. All trash must be placed inside the provided trash receptacles. Trash may not be left outside doors or on patio.
9. **QUIET ENJOYMENT:** Tenant agrees to observe “Quiet Enjoyment” ordinances in order to not disturb their neighbors at any time. Other residents or management shall not permit noise, music or other sounds at any time that disturbs the quiet enjoyment of other occupants of the building as determined. Tenants are responsible for the disruptive behavior of their guests and invitees, as well as, other occupants of the household.
10. Tenant agrees not to make any changes, additions or alterations to the premises without the prior written consent of the Landlord. Any changes, additions or alteration, whether or not consented to by the Landlord, shall become the property of the Landlord. At its option, the Landlord may require the Tenant to remove any changes, additions or alteration and restore the premises to its former condition at any time during or after the residency.
11. Satellite dishes may not be attached to any building or fence without the pre-approved written consent of Neighbor to Neighbor. Satellite dishes must be installed by a professional installer and be placed in a cement bucket or post in ground. Satellite installation locations on the ground must be pre-approved, in writing, before installation.
12. **PETS:** Pets are not allowed; with the exception of those specially trained to assist persons with disabilities. A medical note from a licensed doctor is required. Medically prescribed pets will not be required to pay a pet deposit, however all other pets will. Fish tanks 20 gallons or less are permitted. Tanks larger then 20 gallons require pre-approval by management and may require you to have renters insurance. All other pets MUST get pre-approval from Neighbor to Neighbor includes, but is not limited to birds, gerbils,



ferrets and reptiles. **ALL** pets must have a pet addendum signed whether or not a pet deposit is required.

13. **VEHICLES:** Tenant agrees not to allow unlicensed, expired plates or inoperable vehicles located on the property. All unlicensed, expired plates or inoperable vehicles located on the property will be towed away at the owner's expense after receiving a seventy-two (72) hour notice. A vehicle that has not been moved under its own power in more than 7 days shall be presumed to be inoperable.
14. No vehicle maintenance work will be allowed on the property. (Changing oil, tires, tune ups...etc.)
15. Tenant agrees to keep the speed of his / her vehicle under 5 mph on any Neighbor to Neighbor property. We have many children living in our communities.
16. Tenant agrees not to occupy more than two parking spaces. Management must be notified if a guest vehicle will be parked on the property more than 72/hrs.
17. Tenant agrees that there will be no parking of campers, trailers, boats or any other recreational vehicles on the property.
18. **CRIMINAL ACTIVITY:** Tenant agrees to provide police report/s for damage to the apartment caused by criminal activity in writing to Landlord. If a police report is not provided the resident may be held liable for any damage due to an alleged criminal acts.
19. Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of premises by other residents will be grounds for eviction.
20. Any drug-related / gang related criminal activity on or near such premises will be grounds for eviction.
21. Tenant agrees to pay all legal / court fees should Landlord pursue and win an eviction.
22. Tenant, any member of the resident's household, guest or any other person under the Tenant's control shall not engage in criminal activity, on or near the premises. "Drug-related criminal activity" means illegal manufacturing, selling, distribution, use or possession with intent to manufacture, sell, distribute, or use of a controlled substance (as defined in Section 102 of the Controlled Substance Act 21 USC 802).
23. **ACCESS:** Tenant agrees to allow Landlord access to the apartment at any time without advance notification when there is reasonable cause to believe that an emergency exists. Flood, fire and/or electrical issues constitute emergency. All other request for repairs will require your permission to enter. Tenant agrees (upon 24/hr advance written notification) to grant permission for the purpose of performing routine inspections, yearly

