



CAMPUS POINT COMMUNITY POLICIES

Last revised August 13, 2012

- 1. Community Living Standards.** All residents are expected to comply with established standards of community living, including maintaining adequate standards of personal hygiene and room cleanliness to avoid interference with the general comfort, safety, security, health or welfare of the community or a resident's roommates. Any personal safety or welfare issues should be brought to the attention of management; any resident forcing or attempting to cause another resident to leave an apartment may be subject to termination.
- 2. Dangerous or Disruptive Activities.** Activities that endanger residents and/or the community are strictly prohibited, including but not limited to being on roofs, climbing from windows and scaling or rappelling from outside walls, disclosing a security code for any door to an unauthorized person, improper use of security doors or interfering with the locking of any door, throwing objects from windows or balconies, playing sports or participating in other outdoor activities in hallways or breezeways, or any violent, threatening or belligerent acts.
- 3. Drug- and Crime-Free Policy.** As provided in detail in the Housing Agreement, any drugs, drug paraphernalia or criminal activity, by a resident and/or guests, will be considered a material breach by the resident of the Housing Agreement and may subject the resident to immediate termination.
- 4. Maintenance.** Service calls will be performed during normal business hours on Monday through Friday, except in the case of a legitimate property emergency. All service calls must be reported to the management office by telephone, in person, by e-mail to info@campus-point.com or by submitting an online work order (preferred) at the "Residents" link at campus-point.com. Maintenance technicians employed by management are not authorized to accept any individual requests without the request being submitted as a normal work order through management. Service calls will generally be performed on a first come, first serve basis with priority given to those requests that may constitute a hazard or create significant discomfort for the resident(s).
- 5. Care of Premises.** Stickers, adhesive tape, nails, screws or hooks may not be used on floors, walls, woodwork or doors. Thumbtacks, pushpins and non-marking adhesive materials are permitted in moderation. All windows and exterior doors must remain closed when air conditioning is operating; this equipment does not function properly when windows are open.
- 6. Public Areas.** The sidewalks, parking areas, driveways, courtyards, stairways, corridors, and all other common areas may not be obstructed in any way by a resident or guest, including by garbage cans, supplies, shopping carts, bicycles or other belongings. If articles are left in any public areas, management may remove them at the resident's expense.
- 7. Cleanliness; Removal of Trash.** All garbage, refuse and other types of waste must be placed inside receptacles provided by management. No trash or other waste may be disposed of or stored on the grounds of the property, kept by an entrance door or in a hallway or breezeway, or placed in improper containers or elsewhere in the community. Each resident (together with roommates as applicable) is responsible for cleaning and keeping the assigned apartment and all furnishings in a clean, safe and sanitary condition. Trash should be disposed of promptly and properly. Dumpsters are provided by management; however, furniture, chemicals, hazardous materials, batteries, computer monitors, televisions, computers, stereos or other electronic devices are not permitted in the dumpsters. All such materials must be taken by the resident to a local facility designed for disposal of such materials. Cigarette butts may not be left anywhere on the grounds of the property. Residents are expected to maintain balconies, patios and other private areas both inside and outside of the unit. No trash may be kept on porches or balconies, or otherwise outside of an apartment, even in bags or cans. Any resident or apartment violating any of the above policies will be charged an administrative fee of at least \$25 per occurrence; continued violation may result in termination.



- 8. Locks and Keys.** Residents will be given one set of apartment and bedroom (if available) keys per resident; and one mailbox key per apartment. These keys, together with any and all duplicates made by the resident(s), must be returned to management upon vacating the premises. If a resident is locked out of an apartment, management will unlock the door (upon resident presenting photo ID) during office hours at no charge for the first instance; additional or after-hours lockouts will be charged to the resident at \$25 per instance. Replacement of a lost key or provision of an extra key will be charged to the resident at \$15 per key; if a lock is changed due to a lost key, the charge will be \$40. Any key not returned at the time the premises are vacated will be charged to the resident at \$40 per key for lock changes. No locks may be changed or added to any doors without management's written consent.
- 9. Plumbing Fixtures.** Sweepings, matches, rags, towels, cigarettes, bottlecaps, coffee grounds, bones and other obstructing materials may not be placed or flushed in any plumbing fixture. Any damage to plumbing caused by misuse will be repaired at the residents' expense.
- 10. Hallways, Windows, Doors, Stairways and Porches.** Awnings or other projections may not be attached to the outside walls, over windows, hallways, breezeways and/or entrance doors, nor may these areas be used for shaking dust mops, beating rugs, drying laundry, painting, anything that will stain the foundation and/or surface of the area or draping any articles. Cigarettes, trash or other material(s) may not be left on or thrown from any porch, stairwell, hallway, window, parking area or doorway. No interior furnishings may be stored or kept outdoors. Interior stairways and porch/patio areas must be kept in a clean and safe condition at all times. No sign, banner or other fixture, including foil and/or film of any kind, may be hung in any window or on any door in a manner that may be visible from the exterior of the building. No external antennas, clotheslines, signs, banners, flags and/or satellite dish may be erected on any porch or building exterior. Only those window coverings supplied by Owner may be allowed to be seen from outside the building. Violations of this policy may be corrected by management (including cleanup and disposal of materials) at the residents' expense. Damage to shared or common areas, including porches, adjacent hallways, windows and doors, will be repaired at the joint and several expense of the residents of the applicable apartment(s).
- 11. Flammables.** The following items are prohibited in all buildings in the community: candles with wicks, incense, flammable liquids or gases (including propane and gasoline), or other flammable or incendiary substances.
- 12. Barbeque Grills.** Due to city, county and state fire codes and regulations, the use of or storage of gas or charcoal grills, or fuel containers related to these grills, are prohibited throughout the property except in common areas provided by management for this purpose. Any resident or apartment violating this policy may be subject to administrative fees and/or referral to law enforcement.
- 13. Waterbeds.** The use of any type of waterbed or water furniture is prohibited except with management's prior written consent, following resident providing adequate additional insurance in management's discretion.
- 14. Light Bulbs.** Each apartment is furnished with working light bulbs at the time the resident(s) take possession. Thereafter, the expense of any replacement bulbs necessary or required will be the responsibility of the residents.
- 15. Common-Area Furnishings.** Furnishings provided in apartment common areas such as living rooms are intended for the common use of all residents of the apartment, and may not be removed or taken into individual bedrooms. Furniture in any clubhouse or pool area may not be relocated and any resident found in possession of public-area furniture will be subject to termination.



- 16. Soliciting.** Any soliciting or distribution of any type of material within the community is prohibited. Please notify management of any suspected solicitor so that appropriate action may be taken.
- 17. Guests.** All residents are responsible for the actions of their guests (including anyone permitted into the community by a resident, whether or not known to the resident) at all times. Residents are expected to ensure that guests observe all rules and policies applicable to residents. Any violation or act by a guest will be considered the violation or act of the resident. Guests must be accompanied at all times by the responsible resident when accessing common area amenities such as the pool, clubhouse, basketball courts, etc. Management reserves the right to restrict guests from any part of the property or from using any amenity at any time.
- 18. Parties.** Residents hosting or participating in social gatherings must at all times prevent excessive noise or disturbances that could interrupt the quiet enjoyment of others. Any gathering of 10 or more guests in any apartment must be registered with management at least one full business day beforehand. No apartment may host more than 20 persons (including residents and guests) at any social gathering, whether inside or outside the apartment. Loitering in exterior common areas or community facilities during quiet times of 10:00 p.m. through 10:00 a.m. is prohibited. "Open" parties are prohibited. Flyer announcements, block parties and multi-unit parties are prohibited. All parties must end and disperse no later than 1:00 a.m. Guests at any gathering are subject to parking restrictions and vehicles violating parking rules may be towed. Any violation of any of the foregoing may subject the resident(s) to administrative fees and/or termination.
- 19. Noise.** Loud and boisterous noise or any other objectionable behavior by any resident or guest which may disturb other residents is not permitted. Good judgment and thoughtfulness for others should be used in the playing of musical instruments, stereos, television sets and all other sound sources. An apartment that is the subject of a noise complaint will, in management's discretion, be charged a \$50 administrative fee. Two or more noise violations may subject the residents of an apartment to termination.
- 20. Pets.** Except as expressly permitted in the resident's Housing Agreement, there are no pets allowed on any property. Residents that allow pets in an apartment, except as expressly permitted in the Housing Agreement, are subject to a minimum \$100 cleaning fee and will face possible eviction for material breach of the Housing Agreement.
- 21. Exterior Lights.** House lights are provided outside of certain apartments and buildings. The bulbs for these fixtures may not be removed, repaired, replaced, loosened or substituted with any other type of bulb. Tampering with these light fixtures could result in liability being assessed against the resident(s) for any accident and/or incident related to that tampering and may also subject the residents to an administrative fee.
- 22. Moving Damage.** Each resident will be responsible for all damage caused in connection with moving into or out of his/her apartment or bedroom, whether intentionally caused or not. This liability will extend not only to the apartment units, but also to any damage done to any external or exterior portions of the community.
- 23. Inspections.** In order to ensure the health and safety of all residents and the preservation of the premises, management and maintenance staff inspects all bedrooms and apartments approximately quarterly. If at any time management believes that there are health, fire, safety, maintenance or security issues located in the resident's apartment, management and maintenance staff may enter with or without notice to preserve the premises and the well being of residents. If a scheduled inspection is to be performed, the residents will be notified approximately one day prior to the inspection by notice placed on the front door of the apartment or otherwise delivered to one or more residents.



- 24. Recreational Facilities.** Owner has provided recreation facilities, amenities and areas for the use of residents and guests. In order that these facilities be used for the benefit of everyone and be properly maintained, serviced and operated with safety, management will establish schedules and appropriate regulations for the use of each such facility. Management may add, remove, upgrade or modify any of the provided recreations facilities and amenities, without notice or compensation. All guests, including children of residents or guests, must be accompanied at all times by the responsible resident when using any recreational facility or amenity. Appropriate attire is required at all times when using basketball courts. The use of proper footwear is required at all times on or around these courts. Owner and management do not sponsor athletic activities and all participates undertake these activities solely at their own risk of injury and without supervision or warranty from Owner or management. In consideration of being permitted to use the recreational facilities and other amenities, each resident: assumes all risks in connection with the use of recreational facilities and amenities, including use by the resident, guests, family, friends and roommates; release Owner and management and their respective employees and agents from any liability for any injury, incident or damage which may occur in the use of recreational facilities and/or amenities, including risks both foreseeable and unforeseeable; and agree to hold harmless Owner and management and their respective employees and agents from any claim by a resident, guest or legal representative arising out of the use of recreational facilities and/or amenities.
- 25. Package Delivery.** Management will accept packages and express mail for residents, but is unable to accept or hold packages for any person not a contracted resident in good standing, nor packages that require payment upon delivery. Exceptionally large packages may be declined by management based on storage capacity. Certified mail will not be accepted by management on resident's behalf. Packages may be picked up by residents during normal business hours, with proper identification. Owner and management do not assume responsibility for the safekeeping of packages left in the management office. After 10 days, unclaimed packages may be returned at the sender's or resident's expense. Each resident will hold Owner, management and their respective employees and agents harmless for any lost, damaged or undelivered packages.
- 26. Parking.** Vehicles may be parked only in those areas designated for parking in a single marked spot (one vehicle per resident). Vehicles may not be parked to any extent on landscaping, in driveways, in handicap spaces (without a valid permit) or blocking reserved spots, no-parking areas or fire lanes. Only passenger vehicles of ordinary size, with current license plates and valid Campus Point registration decals (available in the management office), may be parked in the parking areas designated for residents. Limited guest parking is available on a first-come, first-serve basis in the designated parking area in front of the community building. Boats, trailers, large vans, campers and commercial trucks may not be parked or otherwise left anywhere at any property. No vehicle maintenance may be performed anywhere at the property except as expressly permitted by management. No vehicle may be left on the grounds of the property for more than 7 days without being moved, except with prior express consent of management. Any violation of parking policies will subject the vehicle to being towed at the owner's risk and expense and may also subject the resident to administrative fees. Owner, management and their respective employees and agents will not be responsible for any damage or loss to vehicles or contents for any reason, including in connection with towing, and each resident, on behalf of resident and guests, releases and will hold harmless Owner, management and their employees and agents from any claim or liability in connection with parking or towing of vehicles.



27. Swimming Pool Rules. Due to the strict regulations maintained by state and local authorities with regard to the operation of the swimming pool, the following regulations must be adhered to at all times:

- A. All swimmers and other users of the facilities, including residents and guests, will use the pool facilities at their own sole risk. NO LIFEGUARD IS PROVIDED. Owner and management have no liability for any accident, incident or injury to a resident or guest.
- B. All body and/or suntan lotions must be removed before entering the water. Any person having a skin disease, inflamed or infected eyes, cold or flu, other infectious ailment, cuts or blisters on the skin, or communicable disease may not use the pool facility.
- C. Proper bathing attire must be worn while utilizing the swimming pool and the surrounding areas. Bathing attire must conform to standards applied by Illinois state parks. Jeans, cutoff jeans or other attire other than swim trunks or bathing suits may not be worn in the water. No nude swimming, nude sun bathing or sexual conduct will be permitted anywhere in the pool area.
- D. Animals of any kind are not permitted within the pool area.
- E. Running, horseplay, loud music, loud noise or other boisterous conduct is not permitted in the pool area or other common areas of the property.
- F. Guests, including children of residents or guests, must be accompanied at all times by the responsible resident.
- G. Pool hours are posted at the entrance and may be adjusted by management at any time in its discretion. The pool may be closed at any time without notice because of necessary maintenance, repairs, inclement weather or for any reason in management's discretion.
- H. Chairs, lounges, tables, umbrellas, landscaping and other equipment may not be moved from the pool area.
- I. No alcoholic beverages of any type may be consumed or kept in the pool area at any time.

Violation of any of the above policies may subject the resident to an administrative fee or other action for breach of the Housing Agreement.