

Non-furnished apartments

Under section 1894 of the Civil Code of Québec, the BUILDING RULES AND REGULATIONS are an integral part of the lease, dealing with lessee's rights and responsibilities, regarding rules and regulations deal with use and care of the apartment. They establish the rules which must be complied with in the building.

Lessor: Les Immeubles E. Tassé
Address: 22, des Flandres, Gatineau (Québec) J8T 4R7

Lessee(s): _____

Residence address: _____

1. RENT PAYMENT

1.1 On the first day of every month, the Lessee shall pay the Lessor or his or her representative the monthly cost of rent for his or her apartment.

1.2 A \$35.00 charge shall be imposed for any delay in rent payment. A \$25.00 administrative charge shall be imposed for any cheque or direct debit payment returned for insufficient funds. The amounts of these charges are subject to change without notice.

2. REFUNDABLE SECURITY DEPOSIT AND APPLIANCE DEPOSIT

2.1 The Lessee agrees to give the Lessor a \$75.00 administrative fee for the apartment, plus a \$25.00 deposit for each appliance mentioned on the lease (fridge and stove only). The deposits and \$50.00 administrative fees are refundable by cheque only if the apartment and the appliances are left clean and in good working order at the end of the lease. If the Lessee has left his or her new address, the refund shall be mailed in the next three (3) weeks after departure.

2.2 A monthly \$5.00 charge is imposed on the following appliances: mini-washer, mini-dryer and dishwasher. The amount of this charge is subject to change without notice (applicable only to apartments which include heat and hydro).

3. OCCUPATION OF THE PREMISES

3.1 The Lessee agrees to hang curtains and/or blinds on all windows and patio doors of his or her apartment. Sheets, blankets and flags are not to be used.

3.2 If the Lessee, his or her family or visitors damage the apartment or the Lessor's property, the Lessee shall be liable and pay all replacement and/or repair costs.

3.3 If the Lessee is absent for a prolonged period, he or she shall give the Lessor the name of a contact person.

3.4 It is strictly forbidden to place a sticker adding a name on the mail box.

3.5 If the Lessee asks the janitor for certain services, i.e. pick up the mail, water the plants, etc., this is strictly an agreement between the two (2) parties. The Lessor shall not assume any responsibility for any misunderstanding.

4. PARKING

4.1 Only one (1) parking space is allotted to the Lessee, corresponding to his or her apartment number. For the following addresses (25 and 35, Lafrenière | 545 and 565, Pointe-Gatineau), the parking space number does not correspond to the apartment number. A parking space number shall be assigned to the Lessee and registered on the lease.

INITIALS, LESSEE(S) : _____ | _____ | _____ | _____ | **INITIALS, LESSOR'S REPRÉSENTATIVE :** _____

- 4.2 All vehicles must be in good working order. Storing of vehicles in the parking lot is strictly forbidden.
- 4.3 It is strictly forbidden to execute mechanical maintenance and repair works in the parking lot, including oil changes.
- 4.4 Trailers and caravans are strictly forbidden, as well as trucks exceeding one half ton.
- 4.5 The tenant must remove his vehicle from the parking lot during snow clearing operations. Failing this, legal action will be taken against the tenant and his vehicle will be towed away at his own expense. The tenant will also be held responsible for any damages or additional costs related to his fault.
- 4.6 If the Lessee's parking space includes an electrical outlet which becomes defective during the lease period, the Lessee agrees that the defective outlet shall not be repaired, if the problem lies underground.
- 4.7 Any illegally parked vehicle or in the wrong parking space will be towed away at the vehicle owner's expense. The tenant will also be held responsible for any damages or additional costs related to his fault.
- 4.8 Any vehicle parked in any of the following areas may be towed without notice: garbage pick-up area | emergency vehicle areas | roadways | grassed areas | vehicle without parking sticker parked in a reserved area | vehicle bearing an expired sticker, the Lessee must ensure his parking sticker remains valid.
- 4.9 The Lessor assumes no responsibility for any damage or loss caused by fire, theft, collision or any other wrongful act to the said vehicles or their contents.
- 4.10 The installation of shelter type "tempo" or any other type of installation is strictly forbidden.

5. BALCONIES AND WINDOWS

- 5.1 Patios and balconies must always be kept clean.
- 5.2 The following are strictly forbidden: laying of carpets, clothes line installation, visible garbage. The balcony is not a storage area. It is also forbidden to dry clothes on the balcony ramp or to leave any furniture or other object on the balcony.
- 5.3 It is forbidden to install a balcony cover or any other material, fabric or plastic used to completely close the balcony in order to make it a shelter. It is allowed to install an "intimity" cover around the balcony railing, provided that it is clean and aesthetic.
- 5.4 It is forbidden to throw anything from the balcony, i.e. cigarette butts, bird feed, etc.
- 5.5 It is forbidden to store or use any apparatus fed by charcoal, propane, natural or any other kind of B.B.Q., as well as any oil torch (bug repellents) on the balconies or exterior patios.
- 5.6 The tenant agrees to remove all furniture and / or object on the balcony for the winter season.
- 5.7 For his or her own safety, the Lessee must remove the snow from the balcony on a regular basis and upon the Lessor's request.
- 5.8 The Lessees residing at 4 to 16, des Flandres who wish to install a storm door at their own expense must first sign an agreement with the Lessor.

6. AIR CONDITIONING

- 6.1 The Lessee may install an air conditioning unit only if he or she uses a clear Plexiglas panel (wood boards are not allowed). The Plexiglas panel must be installed on the exterior side of the window. A gutter or clear tubing must be installed to avoid water dripping on the lower floors.
- 6.2 When installing the air conditioning support, it is forbidden to drill holes on the exterior face of the building.
- 6.3 For the Summer period, charges are \$130, per unit, to be paid in one payment never mind the date of installation. The amount of this charge is subject to change without notice. *This charge applies only to apartments which include heat and hydro.*

7. DOMESTIC ANIMALS

- 7.1 Dogs, rodents, ferrets, considered as pets, are not allowed, as well as any exotic animal (reptiles, iguanas, etc.).
- 7.2 Cats, fish and/or birds in cages are allowed. Their presence shall only be tolerated under the following conditions: they do not cause any inconvenience to other lessees of the building (odour and noise); they do not cause any safety or security risk and/or contravene any animal protection act. Their behaviour must in no way disrupt the other lessees' peace or rest. Any animal, even in cage, shall not be left in the corridors or on the balconies.
- 7.3 The animal owner shall assume any cost related to soiled or degraded apartments.

8. SAFETY AND SECURITY

- 8.1 **Christmas trees.** For security reasons, it is forbidden to use natural Christmas inside the apartment or on the balcony.
- 8.2 **Smoke alarm.** The Lessee shall ensure the smoke alarm is in good working order and change the battery on a regular basis. The smoke alarm belongs to the Lessor. It is forbidden to disconnect any smoke alarm.
- 8.3 **Apartment doors.** For security reasons, apartment doors and corridor doors must be kept closed at all times.
- 8.4 **Hazardous material.** The Lessee may not use, keep or store the following in the apartment or anywhere else in the building: petroleum, benzene, gasoline, propane, varnishes or any other product made, in whole or in part, of explosive elements or any oil, chemical oil or any other flammable material.

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9. PERSONAL INSURANCE

9.1 The tenant is responsible to protect himself by taking out an insurance policy that cover the risks of theft, fire, explosion, water damage, smoke and any other incident generally covered by such policy, as well as a general civil liability insurance coverage of at least one million dollars. The tenant agrees to provide, on or before receiving the keys, certificates attesting the issue of an insurance policy and the maintenance in force of it once a year or at the landlord's request.

10. KEYS

10.1 It is strictly forbidden to give keys or copies of keys of the building to persons other than the lessees identified at the time of signing the lease.

11. COMMON AREAS

11.1 It is strictly forbidden to reside at any time in the corridors, vestibules, passages, stairways, elevators or other common areas. It is also strictly forbidden to deposit any object in these areas. Children are not allowed to play in the common areas.

12. LAUNDRY ROOM

12.1 The Lessee may use, at his or her expense, the automatic washers and dryers provided in the building's laundry room.

12.2 The laundry room is accessible from 8:00 AM to 10:00 PM on Monday to Friday, and from 9:00 AM to 9:00 PM on Saturday, Sunday and Holidays.

12.3 The Lessee must clean the automatic washers and dryers after each use.

12.4 The Lessee who owns a mini-washer or mini-dryer agrees to keep the washer tap closed at all times between washes. In case of damage caused by non-respect of this rule, the Lessee shall be entirely liable for any resulting damage and loss.

13. LOCKER

13.1 The Lessee shall provide his or her padlock at his or her own expense.

13.2 The Lessor shall not assume any liability for damage or loss caused by fire, theft or any other wrongful act to the contents stored by the Lessee.

14. GARBAGE

14.1 All garbage must be placed in tied garbage bags. Large green bags must be placed in the exterior garbage bins. Please sort out material to be recycled.

14.2 The Lessee agrees to deposit his or her garbage in the designated areas inside the building.

15. APARTMENT MAINTENANCE AND ALTERATIONS

15.1 For safety reasons and to ensure respect between tenants, the Lessee shall immediately notify the Lessor of the presence of any vermin.

15.2 The Lessee agrees to carefully use all heating, convenience and security units, toilets, sinks, bathtubs and any other accessories of the rented premises by keeping them in good working order.

15.3 In case of break caused by the Lessee and/or any other person under his or her responsibility (including guests), the Lessee shall, at his or her own expense, repair the damaged area or broken item or replace it with an item of the same nature and quality.

15.4 The Lessee agrees not to execute the following modifications:

- a) Install a subdivision;
- b) Drill holes in walls and trims;
- c) Paint floors, walls, trims and kitchen cabinets;
- d) Install wallpaper;
- e) Replace locks and install extra locks;
- f) Overload electrical circuits;
- g) Place, store or hang an object weighing more than the floor or wall load limit, so as not to compromise their strength and to prevent wall or floor deterioration or cracking.

15.5 The Lessor may allow the Lessee to make modifications to the apartment, but only in writing. Any verbal agreement is null and void.

15.6 The Lessee who wishes to install a safety bar in the bathtub must first obtain written authorization from the Lessor. The Lessee shall assume any associated costs.

15.7 If the Lessee contravenes any of the above mentioned items, the Lessor shall restore the premises to their initial condition at the expense of the Lessee.

16. QUIET ENJOYMENT IN THE PREMISES

16.1 Section 1860 of the Civil Code of Québec provides that *A lessee is bound to act in such a way as not to disturb the normal enjoyment of the other lessees*, by avoiding disrespectful heavy walking with hard shoe heels, hitting floors or ceilings, banging doors or kitchen cabinet doors, noisily using equipment (radio, stereo sound system, TV, or even the tone of voice). The equipment volume must be turned down between 10:00 PM and 7:00 AM.

INITIALS, LESSEE(S) : _____ | _____ | _____ | _____ | **INITIALS, LESSOR'S REPRÉSENTATIVE :** _____

16.2 The Lessee, due to his own act or to the act of persons he allows to use or to have access to the property, agrees *not to cause any excessive noise or disturbance which could affect the normal enjoyment of the premises or the other lessees* (section 1860) inside and outside his or her apartment or the common areas.

16.3 The Lessee who comes home late at night must keep his or her voice down and avoid noise in the staircase, elevators or corridors.

16.4 It is strictly forbidden to use a dishwasher or a washing machine between 10:00 PM and 7:00 AM.

17. **TABACCO, CANNABIS (AND OTHER DRUGS) CONTROL**

17.1 It is strictly forbidden to smoke in the building's common area.

17.2 It is strictly forbidden to consume, cultivate, produce, or process cannabis or any form of drug, whether illicit or not. This prohibition applies to the interior and exterior areas of the property, including but not limited to the dwelling, land, balconies, terraces, and common areas.

18. **STRICTLY FORBIDDEN**

18.1 It is strictly forbidden to install a parabolic antenna anywhere or use an amateur radio, C.B. system or the like in the apartment.

18.2 Water beds are not allowed in the apartments.

18.3 The Lessee shall not post anything on the balcony or windows.

18.4 The Lessee agrees not to hold any garage sales.

18.5 Boots, shoes, rugs, garbage, etc. shall never be left in front of the apartment door or anywhere else in the corridors.

18.6 Children shall not run or play in the corridors, stairs, parking lot or grounds.

19. **APPLICABLE ONLY TO PROJET PLACE DU PROGRÈS**

19.1 The Lessee who wishes to install a storm door at his or her own expense must first sign an agreement with the Lessor.

19.2 The Lessee shall never block the waste chute. It is strictly forbidden to place bottles, syringes, drugs or dirty diapers in the waste chute.

19.3 The following are strictly forbidden: install a natural Christmas tree inside the apartment or on the balcony, install and use a washer, dryer or dishwasher in the apartment, drill holes in the balcony door and the window frames, add an extra lock or install a chain on the apartment door. The Lessee must install sound deadening felt under the furniture to protect the floor coverings. The Lessee shall inform the Lessor of any intention to use the elevator to transport furniture. The Lessee shall provide all necessary equipment to protect the elevator.

19.4 Applicable only to the lessees residing at 25 and 35 Lafrenière and at 565, de Pointe-Gatineau: the heating system shall be turned on between October 1st and April 1st or earlier, depending on the weather.

20. **CONDITION OF THE PREMISES AT END OF LEASE**

20.1 Upon departure, the Lessee must ensure the apartment is left clean and in excellent working order, in the same conditions as upon arrival. **CLEAN** means that the Lessee has cleaned the apartment to the Lessor's satisfaction before leaving and returning the keys. **EXCELLENT CONDITION** means that all surfaces, accessories, fixtures and furniture, if applicable, are not torn, burned or deteriorated; otherwise, the Lessor shall have the right to have them repaired or replaced at the expense of the Lessee.

I, the undersigned, acknowledge that I have read and understood the Building rules and regulations; I also agree to follow them and use the rented premises as a responsible and respectful lessee. In witness whereof, the parties have signed two (2) copies of the BUILDING RULES AND REGULATIONS in Gatineau on _____ 20____.

Lessor's representative

Lessee, jointly and severally responsible

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