

SIERRA GROVE APARTMENTS  
355 E. Grove Street, Reno, Nevada 89502  
Community Policies  
Addendum to lease

1. Insurance coverage maintained by the management does not protect Resident(s) from loss of personal property by Theft, fire water damage, etc each Resident(s) is advised to obtain a policy of homeowner's insurance protecting his/her household goods and personal property.
2. Please limit your speed within the parking lot to 5 mph.
3. There is only one parking space allowed per apartment. Guests cannot park on property; any unauthorized vehicles will be towed at owner's expense, No RV's trailers, boats, etc shall be parked on the property; Unsightly cars (such as a car with flat tires, broken windows, etc.) will not be permitted in or around the premises. Any vehicles that are improperly parked, inoperable, having expired plates, expired inspection sticker, or unregistered will be towed at owner's expense. Resident(s) agree to abide by parking regulations, to notify and require their guests to park off property. Do not back into parking spaces. Do Not empty trash or ashtrays in the parking lot.
4. No signs or advertising notices of any kind shall be attached to any part of the out side of the building or doors. **There will be no TIN FOIL, sheets, blankets, or any kind of covering over windows to darken rooms;** you may purchase white window shades at most discount stores that will serve the purpose and still maintain the uniformity of the community. You may hang your drapes PROVIDED THAT THEY HAVE WHITE BACKING.
5. Entrances, stairs, walkways, and all other public areas shall not be obstructed for any purpose. They are only to be used for entrance and exit.
6. The use of any cooking devise such as charcoal, gas or electric grills are allowed but they need to be 10 feet away from building per City of Sparks fire code.
7. Resident(s) shall cooperate with the Owner's effort of pest control. This may include among other things, occupant emptying and cleaning cabinets, drawers and closets, pulling furniture away from and allowing exterminators to enter and treat the apartment.
8. The equipment in the bathroom and the kitchen shall not be used for any purposes other than those for which they were constructed. No sweepings, disposable diapers, sanitary napkins, tampons, ashes or other obstructive substances shall be put down the toilet, nor place metal, string, grease, coffee grounds, shell fish skins, nut shells, glass, olive/fruit pits, and corn on the cob, paper, wire, bones, or non-food in the garbage disposal. Resident(s) shall be held responsible for any repairs or damages resulting from the misuse of such equipment and shall reimburse Management for the necessary expenses incurred in repair of such equipment.
9. Your apartment is a home, but it is not a house. Please be considerate of your neighbor(s). Resident(s) are required to control the volume of stereos, TV's and devices within the apartment to the extent that they do not disturb residents of other apartments. Noisy or disorderly conduct, annoying or disturbing other residents will not be permitted.
10. Resident(s) may use small nails and regular picture hangers for mirrors, etc on the sheet rock
11. Do not leave trash of any kind outside your apartment door. Any trash we have to pick up outside your apartment will be a \$25.00 per item charge. Do not put mattresses, chairs, or any other large items by the dumpsters. Disposal of any item from your apartment is your responsibility and if management knows who left such items there will be a \$30.00 charge per item we have to remove.
12. No locks shall be changed or added to doors; or in any way altered.
13. The attaching of TV or CB antennas or satellite dishes to the apartment building is prohibited without prior written authorization. If you are ordering Directv or Dish Network you will need to tell them to get installation permission from Open Circles West Apartments, 1690 Merchant Street, Sparks (775) 359-7368.
14. Management cannot let anyone into your apartment for any reason.
15. Management, on behalf of our Resident(s), will accept reasonably sized packages to be held for two days. You must pick up your package during business hours. Management will not accept liability for loss or damage to said packages.

16. All persons under the age of 14 must be supervised by someone 18 years older while in all the common areas.
17. If you get locked of your apartment, it is your responsibility to find a way in. During business hours we will assist you but any expenses incurred will be your responsibility. After business hours Management may not be available.
18. Bicycles are not to be stored outside your apartment. The riding of bicycles, skates, scooters, or skateboards on any common areas is prohibited, except bicycles entering or leaving the property. Please use sidewalks for walking the property.
19. Tenants may have up to 2 pets (cats and dogs only). There are weight and breed restrictions. Dogs must be 25 pounds or less, at adult age. The following dog breeds, or mixed breeds, are specifically not allowed: pit bull or Staffordshire terrier, Doberman, Rottweiler, German Sheppard, or Jack Russell Terrier. Tenants shall not "dog sit" for non-residents of Ponderosa Villas. Any animal found that has not been pre-approved by Management will be grounds for an automatic eviction.
20. If you need a **maintenance request please call (775-359-7368)** or stop by the Open Circles West office (1690 Merchant Street, Sparks). Do not stop the maintenance men to ask them to fix something, they have a lot to do and do not have the time to stop and write up work orders.
21. **For after hour emergencies call (775) 209-0548.** You will need to tell the maintenance worker, your name, your apartment number, and description of the problem. Real emergencies consist of fire, flood, electrical, or major catastrophes. Toilet overflows are not an emergency. Please shut off the water flow to the toilet and plunge the toilet yourself. If maintenance responds to your service request and it is not a real emergency you will be charged for the repair and labor at \$25.00 hour
22. No shopping carts on the property. Anyone caught bringing and leaving a shopping cart on the property will be charged \$25.00.
23. Vandalism and graffiti are grounds for immediate eviction without any prior warnings.

These policies are to be strictly observed and will be enforced by the Management. We hope all Resident(s) will understand that these policies have been made for their protection and convenience in order that this property may maintain a reputation for quality living. The Management reserves the right to make such other reasonable rules, in the judgment of Management, from time-to time to protect the premises. Thank you for your cooperation in observing these policies.

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Lessee / Renter