

The BEKIN

Rules and Regulations

March 2017

- All rents are due and payable on or before the 1st day of each month.
- If your rental payment is not received by 5:00 p.m. on the 5th of the month:
You will be informed that your account is past due and will be charged a \$45 late fee on the 5th.
- If your rental payment is not received by 5:00 p.m. on the 10th of the month, owner will proceed with eviction or other action per California law.
- Tenant agrees to utilize one of the three approved payment options:
 - ACH (Automatic Clearing House) from you bank accounts to The BEKIN. This can be done manually each month by tenant or it can be automatically scheduled to transact on a particular day.
 - Credit card or debit card. Credit card or debit cards may be used with a fixed fee of \$17. This fee is collected by and paid to the service provider.
 - Electronic Cash Payments. ECP can be made at participating 7 and ACE Cash Express locations and the funds are electronically sent to The BEKIN property manager.
- Tenant will be provided (1) keys to their storage/ workshop. Tenant may not rekey the space. If tenant rekeys, property manager will rekey back and charge the tenant \$50.
- Flammable, toxic waste, hazardous or explosive goods, firearms, and ammunition are not allowed on the premises.
- No smoking in or around the unit or the building. Absolutely no drugs on premises!
- All pets must remain in vehicle at all times and are not allowed in the building.
- The elevator is available to all tenants and cannot be monopolized. Elevator must be promptly returned to the 1st Floor (loading dock level) following use. Posted signs regarding parking and the elevator must be observed.
- Please observe gate and office hours. Gate: 6:30a.m - 10:00p.m daily, 7 days per week. (Subject to Change). Currently, gates are being locked at 10pm.
- Please dispose of your trash in the dumpster. If it is full, do not use and notify management. No dumping large items.
- You must leave a unit clean, leaving no trash in a unit. There will be a minimum of \$50.00 charge

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if the Management needs to clean your unit. Painting of floors or walls must be approved by BEKIN management prior to start. Walls must be returned to white upon vacating.

- Group gathering, parties, shows or events or gatherings of more than 4 people are not allowed in the BEKIN or within your unit. Any chance of having such gathering(s) are not allowed without management/ ownership permission. Work is the objective to be observed by all tenants. Additionally photoshoot/ video shoots and similar are not allowed outside of your unit on BEKIN property without authorization by BEKIN management/ ownership.
- **ABSOLUTELY NO OVERNIGHT STAYS.** Any tenant staying afterhours/ overnight without management’s approval will be immediately be evicted from their space and will forfeit they're deposit.
- Parking is first come first serve basis. One parking permit will be issued per unit and must be clearly displayed on rear view mirror or on dash. Tenants and guests must obey all posted parking signs. Cars in violation of posted parking rules may be towed at owners expense.
- **NO OVERNIGHT PARKING.** Vehicle will be towed at tenant’s expense.

I have read and agree to abide by the foregoing rules and regulations.

Occupant: X _____ Date _____

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