

## Resident Agreement and House Rules

Tenant understands that Tenant is responsible for keeping the Unit (and all portions of the Building used by Tenant) clean and neat; no cleaning services are provided with this Lease.

It is illegal to smoke marijuana anywhere in the "The Residences" building or grounds, EVEN IF YOU HAVE A MARIJUANA MEDICAL CARD.

Residents dismissed from their institution of higher learning or internship are not permitted to maintain residence within resident housing and this contract will be terminated; this termination may occur without a refund of charges paid.

Tenant is responsible for all damages and defacement of is rooms and furnishings and for any damage to the public areas (reasonable wear and tear is excepted). In the event damage is assessed, the Tenant will be billed for repairs. The Tenant should leave the assigned room and furnishings in good condition at all times and when vacating the room at the end of the contract period (reasonable wear and tear is expected).

The Tenant agrees to comply with the policies and regulations of Panoramic that are effective or shall become effective (with prior notice to Tenant) during the contract period.

Residents agree to assume responsibility for the conduct of their guests. Overnight guests must be registered in advance per the Guest Policy.

### **GUEST POLICY**

Guests of the Residences are expected to abide by Panoramic policies, procedures, regulations and standards. Guests must have a valid picture ID upon their visit (i.e. license, student ID, etc.). The resident host is responsible for the actions of his/her guests at all times. Guest visitation hours as follows:

- Daytime Guests must leave by 11.00 pm (11.59 pm on Fridays and Saturdays)
- Resident Manager must pre-approve overnight guests at least 48 hours in advance.
- Each Resident is allowed 3 overnights a month and no more than 2 consecutive nights.
- If a resident has a roommate, the roommate must sign off on the overnight guest more than 48 hours in advance.
- Each resident must inform their RA of any overnight guest. **To begin the guest registration request, see your Resident Assistant.**

Any guest who violates any Panoramic policies will be asked to leave immediately. In addition, the resident host may be subject to a judicial hearing and the guest subject to ban from the Residences. Violations of this policy will be documented.

Absolutely no access to the Roof Deck after 10pm. **Anyone trying to access the Roof Deck after 11pm will be evicted.**

Smoking, including the use of electronic cigarettes, is not permitted anywhere in the building, including the units, the roof deck, and the common areas. Smoking must be done at street level, 25





13. Resident will be charged the actual cost of replacing keys; lock or repairing damages to their unit due to loss or negligence. Loss or replacement of key card is \$75.
14. The City and County of San Francisco uniform hotel visitor policy will be observed, per the Guest Policy described above.
15. Resident is responsible for guests at all times per the Guest Policy described above.
16. No running in the hallways or on the stairs.
17. No posters, notices or signs can be posted in the building without our prior approval. This includes the interior of your room and unit. To apply all approved wall decor, residents must not use adhesive materials, nails, or any other hanging material that will damage the walls. Only non-adhesives are accepted.
18. In reflection of safety and security standards, residents should not sit on the ledge or window sills, reach or lean outside windows, climb outside windows, or attempt to clean the outside of windows.
19. Bikes should not be kept in your room. Bike storage is provided in the building. You and your guests will comply with all rules and regulations which may exist from time to time regarding bike storage, use and handling in the Building. These rules may be posted or you may receive a written copy at any time during your tenancy. These rules may change or be updated from time to time.
20. Community areas, laundry rooms and lounges (if applicable) have opening hours posted in respective area. All residences shall adhere to rules of conduct in the common areas.
21. You shall not leave trash, furniture or other articles outside your room or in any other area not designated by us. You must wrap and deposit all your garbage in containers or trash chutes as provided by us. You must pay for any unusual or bulky garbage or refuse.
22. You or a guest under your control shall not engage in criminal activity, including drug-related criminal activity, on or near the building. "Drug-related criminal activity" means the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use of a Controlled Substance 21 U.S.C. 802.
23. You or a guest under your control shall not engage in any act intended to facilitate criminal activity, including drug-related criminal activity, on or near property premises.
24. You will not permit the dwelling unit to be used for, or to facilitate, criminal activity, including drug-related activity, regardless of whether the individual engaging in such activity is on the lease or a guest.
25. You will not engage in the manufacture, sale, or distribution of illegal drugs at any location whether on or near the building.

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Initial Date

26. You or a guest under your control shall not engage in acts of violence or threats of violence, including but not limited to the unlawful discharge of firearms.

27. VIOLATION OF ANY OF THE ABOVE PROVISIONS SHALL BE A MATERIAL VIOLATION OF THE LEASE AND GOOD CAUSE FOR TERMINATION OF TENANCY. A single violation of any of the provisions of this addendum shall be deemed a serious violation and a material noncompliance with the lease. It is understood and agreed that a single violation shall be good cause for eviction. Unless otherwise provided by law, proof of violation shall not require criminal conviction, but shall be by a preponderance of the evidence.

I, \_\_\_\_\_ AGREE TO ADHERE TO THE ABOVE HOUSE RULES.

\_\_\_\_\_  
RESIDENT NAME

\_\_\_\_\_  
RESIDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_/\_\_\_\_\_  
Initial Date



## EXHIBIT 1

### ITEMS PROVIDED IN UNIT

SFCM has provided the following items in your unit. Please treat them with respect and care. Any damage above and beyond normal wear and tear will be placed as a charge on your term bill.

- Convection oven / microwave. You use it as your microwave and also to bake items.
- Dishwasher. Only use dishwasher detergent for this, not hand soap.
- Garbage disposal in sink. Generally, use this sparingly. As an adult, you'll find that while it's nice, it is still an easy way to clog your sink if you shove a bunch of potato skins down it. And that's a room damage charge you don't want to get.
- 2-burner flattop electric range
- Television
- Refrigerator and freezer
- Window blinds
- Set of pots and pans
- Set of plates and bowls
- Set of drinking glasses and mugs
- Flatware (forks, knives, spoons)
- Basic cooking utensils
- Knives
- Cutting board
- Colander. To make the college student food: pasta.

### PROHIBITED ITEMS AND APPLIANCES

- Couches, recliners, or futons not provided by the Conservatory
- Candles, lanterns, lamps, or any other item that produce an open flame
- Tobacco, incense, or any other item that burns or smolders when used. This includes e-cigarettes.
- All flammable materials (gas, lighter fluid, charcoal, propane, solvents, etc.)
- All items powered by combustible fuels (such as motorcycles)
- All fireworks, explosives, etc.
- All corrosive (or poisonous) chemicals and hazardous materials
- All lightweight extension cords or multi-plug outlet adapters
- Heavy weight power strips or extension cords without safety circuit breakers
- Flexible (twisty) power strips
- Multiple approved power strips connected together ("chaining")
- Curtains/drapes
- Anything covering ceilings (tapestries, banners, posters, nets, etc.)
- All decorations covering more than 20% of walls
- Tapestries, banners, posters or other combustible materials
- Crepe paper, plastic or Mylar decorations, ribbons, streamers, etc.
- Combustible materials as door decorations covering more than 20% of doors
- Runners, door mats, or other combustible floor coverings in hallways
- All standard and rope type decorative string lighting
- Weapons including firearms, ammunition, knives other than those for kitchens, etc.
- George Foreman grills or similar cooking appliances; smokeless indoor grills
- Hotplates, electric skillets
- Microwaves (we provide one!)
- Submersion coil water heaters
- BBQ grills or open flame devices (charcoal, gas or other fuel)

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- Lighting that has an upward facing lamp
- Lighting that has movable octopus arms so that lamp can be faced upward
- Non-UL safety approved electric powered appliances
- All portable heating devices (space heaters of any type)

Resident agrees to leave all aforementioned items in room upon checkout, cleaned and/or replaced (if lost or damaged) to ensure full security deposit refund.

\_\_\_\_\_  
PRINT RESIDENT NAME

\_\_\_\_\_  
RESIDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_ / \_\_\_\_\_  
Initial Date



## EMERGENCY PROCEDURES

### Safety Precautions:

- Protect your valuables. Don't leave them unattended in rooms, lounges or other parts of the buildings. Even if you only plan to leave a room for a moment, take your valuables with you.
- Call 511 for public transportation arrival times to minimize wait times or review the transportation display in the lobby.
- While you are in the city, if there is a life threatening emergency situation, dial 911 for emergency assistance.
- If you notice suspicious looking individuals in the building, please report them to the Front Desk (located at the entrance) immediately.
- Safety concerns that do not pose an immediate threat should be addressed to your Resident Assistant

### Fire Safety:

Upon move-in familiarize yourself with the location of fire alarm pull stations, fire extinguishers, stairways and emergency exits. Residents should plan for a primary and an alternate means of emergency escape, as well as become familiar with firefighting equipment in or near the residents living area. In case of a fire, Panoramic's primary concern is the safety of all residents in the building.

### In case of a Fire:

- Stay Calm
- Sound the building fire alarm ***immediately***
- Call **911** from a safely located phone. Give as much information as possible to the dispatcher. Do not hang up until told to do so by the dispatcher.
- Before opening the door, feel it with the back of your hand. If it is HOT, do the following: (if it is not hot, go to step 5)
  - Do not open the windows unless you are having trouble breathing.
  - Seal cracks around the door with towels, tape, bed clothing or similar items to keep out the smoke.
  - If you are trapped, hang a sheet, jacket, shirt or other object out the window that will attract attention. Shout for help. Remain calm until firefighters reach you from the hallway or window. Their first duty upon arriving at a fire is to search for persons trapped in the burning building.
- If you are able to leave the room, do so immediately.
  - Take your key with you in case you are forced to retreat to your room. Close all doors behind you as you exit. This will slow the spread of smoke and lessen damage.
  - Go to the nearest exit or stairway. **DO NOT USE THE ELEVATOR.**
  - If smoke, heat or fire blocks your exit, go to an alternate exit.
  - If all exits from a floor are blocked go back to your room and follow the procedures described above in 4.
- If smoke is present keep low to the floor. Take short breaths to avoid inhaling any more smoke than necessary.
- Leave the building immediately, via doors on both Market Street and Fell Street. When the firefighters arrive, direct them to the fire.

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Date



**“MEGAN’S LAW”  
DISCLOSURE**

NOTICE:

The California Department of Justice, sheriff’s departments, police departments serving jurisdictions of 200,000 or more and many other local law enforcement authorities maintain for public access a database of the locations of persons required to register pursuant to paragraph (1) of subdivisions (a) of Section 290.4 of the Penal Code. The database is updated on a quarterly basis and a source of information about the presence of these individuals in any neighborhood. The Department of Justice also maintains a Sex Offender Identification Line through which inquiries about individuals may be made. This is a “900” telephone service. Callers must have specific information about the individuals they are checking. Information regarding neighborhoods is not available through the “900” telephone service.

\_\_\_\_\_  
RESIDENT NAME

\_\_\_\_\_  
RESIDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Initial

/ \_\_\_\_\_  
Date

**KEY AGREEMENT**

I, \_\_\_\_\_, agree that I have received one copy of

\_\_\_\_\_ Unit Key

\_\_\_\_\_ Front door key (If Applicable)

\_\_\_\_\_ Mailbox Key

If either the Front Door Key or the Mailbox Key become lost or stolen I will pay a \$75.00 replacement fee for each key.

\_\_\_\_\_  
RESIDENT NAME

\_\_\_\_\_  
RESIDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_ / \_\_\_\_\_  
Initial Date

### LOCK OUT POLICY

1. You will receive one key to your unit at the time of move-in. You are not permitted to provide keys to relatives, friends or guests without the express consent from Management.
2. You must safeguard your key at all times. We will provide lockout service (unlocking your unit for you in the event you have locked yourself out or have lost your key) only during regular business hours (Monday – Friday, 9 AM – 5 PM). Lockout services may be available later than 5PM, provided there is a manager on duty.

Only residents who have positive identification and are on the lease will be admitted.

3. Lockouts are not considered emergencies and no “after hours” service is provided. You must make arrangements in advance to protect yourself from lockout. Locks are not to be altered or changed.
4. Replacement of the key costs \$75.00.
5. Should the lock require changing for any reason other than the lock’s failure to operate correctly due to normal wear and tear, you will be charged \$200.00 for the lock replacement.
6. All keys must be returned to the Front Desk at move out or you will be charged for unreturned keys and the cost of changing the unit lock.
7. All fees may be paid or may be added to your next rent payment.

\_\_\_\_\_  
RESIDENT SIGNATURE

\_\_\_\_\_  
DATE

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\_\_\_\_\_  
Date

## RESIDENT EMERGENCY INFORMATION

Dear Resident,

In an effort to be prepared for any potential emergency, we request the below information.

Please rest assured that this information will be held in strict confidence, only to be used in times of crisis. Feel free to use the blank space at the bottom of the page if there is any other information you would like to provide. Thank you for your ongoing cooperation.

NAME: \_\_\_\_\_

BIRTH DATE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

Preferred Emergency Contacts (Relative, Case Manager, Friend, etc.):

1. \_\_\_\_\_ Phone: \_\_\_\_\_

2. \_\_\_\_\_ Phone: \_\_\_\_\_

3. \_\_\_\_\_ Phone: \_\_\_\_\_

PHYSICIAN: \_\_\_\_\_ Phone: \_\_\_\_\_

MEDICATIONS: \_\_\_\_\_

*I understand that the above information will be held in strict confidence, only to be used in times of crisis.*

\_\_\_\_\_  
RESIDENT NAME

\_\_\_\_\_  
RESIDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_/\_\_\_\_\_  
Initial / Date