



### Living Off-Campus Guidelines

Living in off-campus housing provides more privacy for students, but it also requires each resident to assume responsibility for the actions of his/her housemates and their guests! Below is a list of rules and regulations that will be enforced by your landlord and city police.

The city commission has instructed the police to be more firm in dealing with tenants who park in front of the yard, fail to control their pets, leave trash in the yards (beer bottles, etc.), allow open burning (fire pits) in their yards and hold large, loud parties. The citation program consists of police officers and neighborhood service officers issuing fines of \$100, \$250, \$500. After the third violation the landlord will be required to start eviction proceedings against all occupants of this dwelling. **IMPORTANT! IF YOU ARE EVICTED UNDER THE CITATION PROGRAM THE COURT WILL ORDER YOUR REMOVAL FROM THE HOUSE AND YOU WILL BE REQUIRED BY LAW TO PAY THE CONTRACTUAL RENT AS STIPULATED IN THE CONTRACT.** Specifically, you will be forced to pay rent, but not be allowed to live in the house! A little common sense and courtesy should allow you to live and learn while enjoying the benefits of living in a residential neighborhood.

- Rent should be paid according to your contract. Late fees are \$40 for the first day late and \$2 for each additional day starting the day after rent is due. Rent can be mailed to P.O. Box 4008 Tallahassee, FL 32315. Letters postmarked by your rent due date are considered on time. Rent can also be hand delivered to our office at 1341 Jackson Bluff Road Tallahassee, FL 32304 during regular business hours and/or paid online by visiting the Resident Portal on our website. Business hours will change depending on the season.
- **ANIMALS ARE NOT ALLOWED IN THE PROPERTY AT ANY TIME. ANY ANIMAL(S) OBSERVED IN THE PROPERTY WILL RESULT IN IMMEDIATE LOSS OF YOUR HOUSE DEPOSIT AND/OR A \$500 VIOLATION FEE, WHICHEVER IS GREATER, AS WELL AS COST OF ANY PEST CONTROL OR ADDITIONAL CLEANING DONE. PET SITTING AND VISITING FROM YOUR FRIENDS/FAMILY WILL ALSO BE CONSIDERED A VIOLATION. NO ANIMALS AT ANY TIME!!!!**
- Loud parties and litter is subject to the citation program. Music which can be heard outside the house is too loud and a \$100 fine will be assessed after an initial warning. Further violations will result in the police being called and a \$250 fine assessed, in addition to, the costs of any citation issued by the police.
- Open burning (fire pits) on the property is not allowed and will result in the immediate loss of your house deposit and/or a \$500 violation fee, whichever is greater will occur.
- Dumping charcoal and/or oil on the ground will result in a \$75 assessment per occurrence.
- Car repairs conducted on the property and/or inoperable or unlicensed vehicles (beyond 48 hours) parked on the property are in violation of the contract and will result in a fine of \$50 per vehicle, per day until removed or towed at landlord's option and your expense.
- Residents are not allowed to change and/or alter any locks in the property. A fine of \$75 per lock will be imposed.
- Any resident who climbs on top of the house roof will be fined \$300 per person, per occurrence.
- Beer kegs not returned to the vendor the morning following a gathering will be collected by Jackson Properties and tenants will be assessed \$50 per keg.
- Smoking is not allowed inside the house.
- Move grills away from the house before using them. They will melt the vinyl siding! You will be financially responsible for any repairs as a result.
- Any calls made to the Emergency Line that are not considered a true emergency will be fined \$50.
- Parking on the grass will result in a \$25 fine per car, per occurrence.
- Painting of the walls is not permitted in any of the houses. A minimum of \$250 per wall will be charged.
- Resident is responsible for all window screens, mini blinds, and toilet lids repair and replacement during the term of the lease.
- No trampolines are allowed on the property.
- For every door left off the hinges upon move-out, resident will be charged \$25 per door.
- No poster tape is to be used on doors, walls, ceiling, etc. You will be charged if any is left on doors, walls or ceilings.
- I understand that it is my responsibility to buy, monitor and update my own fire extinguisher.
- Landlord does not get involved in roommate issues/fights/disagreements, etc; it is not the landlord's responsibility.

**My signature documents that I have read, understand, and agree to follow the above rules. I agree to allow this document to be added as an addendum to the contract signed with Jackson Properties, Inc.**

Resident Name

House Address

Date

Jackson Properties, Inc.  
P.O. Box 4008 Tallahassee, FL 32315  
Phone (850) 894-7368 FAX ( 850) 222-6317