



RULES OF OCCUPATION

1. RESPECT OF THE SURROUNDING AREA

The tenant is to use the rented area as a responsible and respectful tenant. He will make sure to respect the additional clauses of the lease, as well as the Rules of occupation that are a part of the lease. He will respect his neighbours, will avoid excessive noises, inadequate behaviour and will make sure that neither he nor his visitors will damage the landlord's property.

2. APPEARANCES

The tenant must keep the environment clean, which means to pick up the garbage, cigarette butts, animals feces, etc. Also, no shopping carts can be left on the grounds of the Office.

Neither he nor his family or guests will loiter through the common areas or in front of the main entrances. Any person circulating in the common areas must be dressed (ex.: pants, shirt, etc...).

3. GARAGE SALES

Regulation of the City of Gatineau clearly states that a maximum of two (2) annual garage sales, per housing development can be organized each year.

These garage sales must be community sales and organized by the concerned tenants association. They must take place between 8:00 and 16:00 and cannot extend more than two (2) consecutive days.

Only the tenants associations recognized by the OMHG can do garage sales.

4. GARBAGE

Town houses

All garbage must be put in a **sealed container** at the place, time and the day set by the Municipality.

Apartments

All garbage must be in a sealed container that the tenant will put at the area planned by the landlord.

In the buildings where there is recycling, the tenants can put the recyclable materials in the recycling bin provided for that purpose, like paper, cardboard, plastic, glass or metal.

You must rinse the containers that have been in contact with food and never put soiled paper or cardboard in the recycle bin.

5. REPAIRS AT THE CHARGE OF THE TENANT

The landlord will assume all maintenance and repairs due to regular usage. Items broken by neglect or misuse will be charged to the tenant.

For example, the Office will demand repairs for the following items and charge the cost to the tenant.

- Broken windows, doors, fixtures or mirrors;
- Replacement of lights, bulbs and batteries;
- Blocked plumbing such as sinks, toilettes, etc.
- Broken locks;
- All damage caused to the other's possessions;
- All damage caused by the escape of liquid from a vehicle (oil, gasoline, antifreeze, etc.).

6. KEYS

A key to the housing unit and a key to the main entrance will be given to tenants upon arrival. A fee will be charged for the replacement of lost keys or extra keys when they are not reproducible.

7. ANIMALS

It is strictly prohibited to keep an animal that causes prejudice (damages) in or on the rented property and/or common areas.

The landlord tolerates the presence of a maximum of two (2) animals per dwelling from the following list:

- One (1) dog with the SPCA license
- One (1) cat with the SPCA license
- Two (2) caged birds
- One (1) gerbil
- One (1) aquarium with fish

However, the Office tolerates the presence of only one dog.

Animals in the common areas are only passing through. They must be leashed or carried in the owner's arms, both inside common areas (hallways, elevators, etc.) and outside the building (patios, balconies, community, etc. . .).

It is strictly prohibited to put an animal on the material of the common areas inside and outside, such as: picnic tables, swings, tables, chairs, etc

Tenants are responsible for their animal, picking up their feces at all times and to make sure that the animal does his "daily deeds" at least 15 meters of the building.

Furthermore, it is strictly forbidden to feed the birds as well as all wild animals.

8. AIR CONDITIONING

Air conditioners will be accepted by the landlord. However, the tenant must obtain written authorization from the landlord and installation procedures must be followed (respected).

The Office personnel will not assume the installation, the maintenance, repairs or the removal of the air conditioning systems. Furthermore, the deadline to have these systems removed is October 31st of every year.

All damage resulting from the installation and/or use will be charged to the tenant.

9. PARKING

Parking is not included with the apartment. However, the tenant registered on the lease and having a vehicle can rent a parking space at a determined cost depending on availability. The following rules apply:

A parking pass corresponding to the vehicle and the number of the parking space will be given by the lesser. It must be suspended on the rear view mirror of the vehicle.

It is strictly prohibited to circulate and/or park a vehicle on the turfed ground.

Some parking spaces are reserved and identified for the visitors. These parking spaces do not require any license.

However, the visitors must respect the signs which can regulate their use.

Commercial vehicles

The lessor prohibits the parking of commercial or recreational vehicles in the parking spaces or on the landlord's property.

Conditions of available parking spaces

The eligible tenants registered on the lease will need to obtain a parking permit from our office, upon presentation of their vehicle registration, justifying the title of ownership. This parking pass is renewable by the Office from year to year.

Any person violating this regulation will be liable to a statement of offence (fine) emitted by an employee of the Municipality of Gatineau or a notice given by the Office municipal.

10. AUTOMOBILE REPAIRS

The repairs of vehicles or other voluminous articles as well as washing and cleaning them is strictly forbidden in parking areas or all other places on the grounds managed by the Office municipal d'habitation de Gatineau.

As stated by article 219 of municipal by-law 502-2005, all vehicles must be in driving condition. Also, the tenants will have to move their vehicle for the snow removal within a thirty (30) minute notice.

11. CHRISTMAS DECORATIONS

It is strictly prohibited to have a natural Christmas tree.

Furthermore, no decorations are allowed in the corridors and elevators.

12. WATERBEDS

The tenant is responsible for the damages caused by the use of a waterbed.

13. APPLIANCES

It is strictly defended to use a washer, dryer, dishwasher or any other appliance that requires special plumbing or electrical installations except when these installations are already present in the apartment.

14. ALCOHOL

It is strictly prohibited to drink alcoholic beverages in the shared spaces, including the patios and community balconies.

However, this article does not apply to the community hall when under management of the tenant association, who, for each occasion, must request from the Régie des alcools, des courses et des jeux a distribution permit for alcoholic beverages.

15. ADDITIONAL INSTALLATIONS

It is forbidden to install other heating units or any other electrical conduits in the rented area.

Furthermore, no padlock or second lock will be accepted for the apartment's doors.

16. ADD ON OR MODIFICATION TO THE PROPERTY

It is prohibited to add on or to modify the Office municipal d'habitation de Gatineau's property without written authorisation.

17. TENANTS OF TOWN HOUSES

The tenant is responsible to maintain the grass and to clear the laneway and walkways of snow.

18. SAFETY IN CASE OF FIRE

Such as specified by the fire code, all apartment doors, the common areas as well as all other corridor doors, including the staircases and the entrance doors must be closed at all times.

The tenant will not clutter the exterior or interior of the leased premises or public spaces (hallways, stairs, etc...) with cardboard, boxes, carpets, furniture, bicycles, strollers, toys, shopping carts, mobility scooters or any other object. Failure to comply with this article, the Office will take the necessary steps to relocate the property at the tenant's expense.

Also, no storage will be tolerated on or under balconies, galleries, in the attics or under the staircases.

19. Battery operated smoke detectors

Each accommodation is provided with one or more battery operated smoke detectors.

The tenant is responsible for verifying, maintaining in good condition and replacing the battery of all the smoke detectors of his housing every six months (ex.: Daylight saving times).

The tenant is also responsible for informing the Office when the smoke detector is missing or in bad condition. He will do the same if the smoke detector is not functional (defective) after replacing the battery.

The smoke detector cannot be painted and the lid must be kept in place.

20. SWIMMING POOLS

Only paddling pools of 12 inches in depth and less will be tolerated (small swimming pool for child/infant).

Swimming must be done under the immediate and permanent supervision of an adult, at all times.

The tenant has full responsibility for the use and proper storage of the paddling pool.

As of June first 2011, the Office will no longer tolerate any new pool with a filter or pump circulation, on its grounds.

21. SATELLITE DISHES

It is forbidden to install a satellite dish for personal use.

The Office can authorize a service provider (Bell or others) to install a common antenna on the roof in order to serve a group of residents, in the condition that the installation plan respects the established standards.

22. COMMITMENT OR WRITTEN OBLIGATION

Any commitment that refer to this lease or any further obligation from it will have to be made in writing.

Summary of articles of Laws and Regulations in effect as of 2011-01-01

**RSQ, chapter T-0.01
Chapter II**

TOBACCO ACT

Article 2 It is forbidden to smoke in the following enclosed spaces:

6.2 Enclosed spaces used by a non-profit legal person or by an association, circle or club, whether a legal person or not, to which only members and their guests have access, except if the enclosed spaces are situated in a dwelling;

7. The common areas of residential buildings comprising six or more dwellings, whether or not the buildings are held in co-ownership;

Section 2.1 Smoking is also prohibited in the following places:

2. In tents, under big tops and in other similar facilities that are put up temporarily or permanently and are open to the public;

Section 2.2 Smoking is prohibited outdoors within a nine-metre radius from any door leading to a place referred to in paragraph 1, 3, 4 or 6 of section 2.....

LAW NUMBER 413-2009 City of Gatineau

Enacting the regulations on fire prevention in the fire department of the City of Gatineau

SECTION 15

PORTABLE COOKING

2.15.2.1. General rules of use

1) No person shall use a portable cooking unit coal wood-or gas inside a building;

2) No person shall use a portable cooking device outside a building within 1 m from any opening such as a door, patio door or window;

2.15.2. Barbecue

2.15.2.1. General rules of use

- 3) No person may use a grill that is located under a balcony of material fuel;
- 4) No person may use a barbecue within 1 m of material combustible covering or any building opening, such as a door, patio door or window;

2.15.2.2. Propane tank

- 1) No person shall use or store a propane tank, connected or not to a barbecue, in the following cases:
 - a) Within a building if it's not in conformity of the « Code Installation of natural gas and propane ».

I have read and I accept to follow the Rules of Occupation and signed on _____.

Tenants signature

Reference : _____ Phone : _____

Reference : _____ Phone : _____

Property insurance: YES NO