



APARTMENT RULES

Quiet Hours

- **Between the hours of 8PM – 8AM**, any excessive noise, visitors, or residents not in their own rooms, outside of these hours may result in immediate termination. **AFTER 9PM NO NOISE - NO EXCEPTIONS**

Zero Tolerance for Alcohol, Drugs & / or Abusive Behaviour

Accommodation will be refused to or revoked from any person who:

- Acts in an obviously intoxicated or disorderly manner whilst on the Apartment premises.
- Shows any signs of possible drug activity, such as excessive or unusual foot traffic to a particular room, or any other activity (especially in the middle of the night) deemed suspicious in nature in managements opinion.
- Displays any abusive behaviour which includes any verbal (swearing) &/or physical abuse.

In some cases, the police will be called to inquire and/or investigate. **IMMEDIATE TERMINATION WILL RESULT - NO EXCEPTIONS AND FORFEIT OF ONE WEEKS RENT AND ROOM DEPOSIT.**

Zero Tolerance to Smoking in Rooms

- The Victoria Apartments DOES NOT and WILL NOT offer our tenants smoking rooms.
- Any residents that are found to have been smoking in the room (including evidence of cigarette butts, or ashes on tables, odour) will forfeit your deposit. This includes smoking on the balcony. **Please smoke ONLY outside of the premises.**
- **Any setting off of the smoke alarms will be the tenants responsibility to pay all costs incurred should the Fire Brigade or other authority be called. Currently approx. \$1500.00**

Smoke Alarms

- Any resident to be found interfering with smoke alarms i.e. covering them up **WILL BE TERMINATED IMMEDIATELY**. This is a serious safety issue for all residents and will no be tolerated under any circumstance.

Visitors

- Visitors are welcome, but may not be on the premises during Quiet Hours between 8pm-8am.
- **Visitors are not permitted to be living at the premises short term or long term UNDER ANY CIRCUMSTANCE**. No more than the tenant listed maybe in rooms during quiet hours also.
- Under **NO CIRCUMSTANCE should there be children visiting/living** at the premises AT ANY TIMES.

Room Inspections

- Management/LJ Hooker Taree reserve the right to enter rooms at a reasonable time to carry out inspections or repairs and for other reasonable purposes.
- If for any reason after an inspection, the room is not in a satisfactory standard a termination notice will be issued.

Care of Property

- Any resident found to be disrespectful to property &/or staff will be terminated immediately - **NO EXCEPTIONS**.



APARTMENT RULES CONT.

Termination Notices

You will be **TERMINATED IMMEDIATELY** for:

- **RENT ARREARS**, this includes one day or more in arrears unless ALL monies are paid by 5pm to LJ Hooker Taree or a payment plan has been authorised by Apartment Manager. Rent **MUST BE ONE WEEK IN ADVANCE AT ALL TIMES.**
- **DRUG USE (RESIDENT & VISITORS) - NO EXCEPTIONS**
- **UNSATISFACTORY ROOM INSPECTIONS**
- **VERBAL OR PHYSICAL ABUSE TO ANY OTHER RESIDENT**
- **NOISE AFTER 9PM AND/OR VISITORS OUTSIDE QUIET HOURS**
- **SMOKE ALARM INTERFERENCE AND/OR STEALING OF ANY SORT INCLUDING FOOD, UTENSILS, EQUIPMENT**

Please note if you are terminated immediately you are expected to have the keys handed to management or LJ Hooker Taree by 5pm that day, failure to do so **WILL RESULT IN POOR RENTAL REFERENCE.**

**IF YOU ARE TERMINATED IMMEDIATELY FOR ANY OF THE ABOVE
YOU WILL FORFEIT ONE WEEKS RENT AND ROOM DEPOSIT.**

For any other Apartment Rule Breach, penalty will be discussed with Apartment Manager and resident notified.

**ANYONE THAT HAS BEEN TERMINATED IS NOT TO ENTER APARTMENTS AFTER TERMINATION DATE AT ANY
TIME, FOR ANY REASON. IF FOUND ON PREMISES THEY WILL BE CHARGED WITH TRESPASSING.**

Notice to Increase Rent

- A resident is entitled to Two (2) weeks notice before any rent increase.

Kitchen Use

- **Kitchen CLOSED - 9.00PM - 6.00AM** and is a shared common area to be enjoyed by all residents. Please ensure you clean up after yourself after each use. **Anyone found using the kitchen during closed times or not cleaning up after oneself will result in termination.** Lockers available for storage of crockery and cutlery and dry food.
- **There is to be NO COOKING IN ROOMS OR ON BALCONY of any sort.**
- Any resident found to be stealing food &/or utensils/cooking equipment will be terminated immediately.

Laundry Use

- **Laundry CLOSED - 7.30PM - 6.30AM.** Machines are coin operated, \$2 per wash and \$2 per dry and for the use of all tenants, clotheslines are located outside. Please see washing machines for operating use.

Linen & Towels

- Are the tenants responsibility to provide however there are Linen Packs are available for purchase: \$50 which includes pillow and pillow case, single doona with cover, flat sheet and towel.

Resident acknowledges that they understand these Apartment Rules and they have been explained thoroughly.

Resident Signature:

Date:



RESIDENT AGREEMENT

The Victoria Apartments, 4 Pulteney Street, Taree

ROOM: _____

Tenant Name: _____

LENGTH OF AGREEMENT

- Length of agreement is week to week. **Minimum stay is One (1) Month**, should you decide to stay shorter than 1 month you **WILL** be charged for length of stay at our casual rate, currently \$200.00 per week. **Rental References will be given after 3 months.**

RENT

- Rent is \$_____ per week, and **MUST be in advance by one Week AT ALL TIMES, failure to do so may result in Termination.** Rent includes electricity* and water. *Additional charges may occur if electricity is higher than fair use. Please note each unit is separately metered. **Linen Pack Required** Y N

METHOD OF PAYMENT / ARREARS

- We have two payment options ONLY: Centrepay (Form Faxed) DEFT: _____
- Please note that at any time during your stay your rent becomes in arrears even by one day you **WILL BE TERMINATED IMMEDIATELY. NO EXCPTIONS!**

DEPOSIT

Samaritans Room Deposit Y N

- Upon arrival you will need to pay a \$100 room deposit** which will be refundable within 14 days after vacation of the premises. *Linen Packs available for purchase \$50, see Apartment Rules (Linen and Towels).
- This deposit may be used for the purpose of repairing damage for which the tenant is responsible (beyond normal wear & tear), cleaning, damage to premises and/or fixtures and linen, or paying any unpaid rent.
- If mattress/protector have to be replaced at end of stay, please note there will be a minimum charge of \$100.

KEYS

- The resident acknowledges that any keys lost or missing during their stay will be the responsibility of the resident to replace at their own cost (\$150* is required if the key is lost or damaged). *subject to change
- Keys are to be handed into LJ Hooker Taree after vacating. If not returned, locks will be changed and fees charged to resident.

VACATING PREMISES

- Tenants must give 7 days written notice to vacate premises.**
- Keys are to be handed in to LJ Hooker office between 8.30am - 5pm.** Final inspection will be conducted within 48 hours after vacating and deposit (if applicable) refunded within 14 days. Forfeit of one weeks rent if vacate earlier than required notice.
- If there are any outstanding charges, over and above the room deposit, i.e. cleaning/repairs you will be notified and **charges will need to be paid IMMEDIATELY.** Failure to do so **WILL RESULT IN POOR RENTAL REFERENCE!**
- Any resident found on premises after vacating may be referred to police and charged with trespassing.**



RESIDENT AGREEMENT CONT.

MAINTENANCE

- The resident is to report all maintenance to Apartment Manager.
- If maintenance outstanding please report to LJ Hooker.

SECURITY & SAFETY

- The resident is aware that there are security cameras throughout the premises and any illegal/suspicious behaviour may be referred to the Police and charges may be laid.
- The entry door is to remain CLOSED AT ALL TIMES that the restaurant is not open. Anyone found leaving the door open or allowing others in outside quiet hours is in jeopardy of having their tenancy terminated.
- **By signing this declaration the resident acknowledges that they have inspected the premises and will abide by the Apartment Rules. Failure to do so WILL RESULT IN IMMEDIATE TERMINATION and forfeit of one (1) weeks rent and room deposit.**
- **Tenant also acknowledges the Resident Agreement and Apartment Rules have been explained thoroughly and resident has been given a copy.**
- **TERMINATION may also lead to being listed on TICA the National Tenancy Database which may affect any future rental potential.**

Resident Signature:

Date:

Managing Agent Signature:

Date: