

# SPARTAN MANAGEMENT LLC

7028 Heege Road ▪ Suite 100 ▪ St. Louis ▪ MO ▪ 63123 / PO Box 270271 ▪ St. Louis ▪ MO ▪ 63127

Email: [info@spartanmanagementllc.com](mailto:info@spartanmanagementllc.com) ▪ Website: [www.spartanmanagementllc.com](http://www.spartanmanagementllc.com)

Phone: (314) 729-0479 ▪ Fax: (314) 842-2772

## COMMUNITY GUIDELINES ADDENDUM

Lessee and his/her family, guests, and invitees are responsible for full compliance with the terms and conditions of the lease and this addendum. Please review and sign this lease addendum.

1. **Private Property** – It is understood that this apartment community is private property and the landlord and/or the landlord's representatives have the legal authority to ban anyone for any reason from the property other than active leaseholders and their occupants as specified in the lease.
2. **Registered Sex Offenders** – Under no circumstances are registered sex offenders allowed on the property. Anyone caught housing or allowing a known sex offender onto the property for any reason will be subject to immediate eviction.
3. **Proper Attire** – Lessees, occupants, and guests must wear shirts at all times around the property with the exception being in or around a community pool or walking to and from the pool, if present. Pants shall be worn in such a manner as to not reveal one's underwear. Repeated violations may result in an individual being banned from the property.
4. **Guests/Traffic** – Guests staying overnight more than one night a week shall be considered residents and must complete an application and pay the current application fee. Traffic consisting of numerous unknown vehicles/people coming and going from your apartment will likely be reported to us and will not be tolerated leading to a possible eviction.
5. **Drug Use/Smoking** – Illegal drug use will result in an immediate eviction filing. All smoking, including medical marijuana, must be done outside. The use of medical marijuana requires a letter from a LOCAL mental health professional. We reserve the right to use certified drug detecting canines to inspect all public areas of the property and vehicle exteriors on a random basis. We have a zero tolerance policy and we enforce it. If the dog alerts on your property you have the option to allow an interior search or thirty (30) days to vacate the property. Our inspections are private and not affiliated with any law enforcement agency.
6. **Trash** – Full trash bags shall not be left outside your apartment. They must be kept inside or delivered to the dumpster immediately. Bags left outside attract bugs and rodents and will not be tolerated.
7. **Satellite Dishes** – Satellite dishes are not permitted.
8. **Loud Music/Noise** - Please be respectful of your neighbors. Keep music, TV, alarms, etc. at low enough levels to avoid disturbing those around you. Apartments have never been known for great sound proofing so please be aware of noise and volume. Repeated violations of this provision may result in eviction proceedings being filed against you.
9. **Quiet Time** – It is widely accepted that quiet time in an apartment community is usually between the hours of 10:00pm and 7:00am daily; however, many people work nights and sleep during the day. Please be mindful and respectful of your neighbors at all times.
10. **Laundry Hours** – Laundry hours are generally from 8:00 AM through 10:00 PM. Please be respectful of residents living near laundry facilities and not clean laundry late at night.
11. **New Roommates** – New roommates may not move in for at least sixty (60) days after Lessee moves in. All new roommates are required to fill out an application and submit the required application fee. A roommate is someone spending more than one (1) night a week at your apartment.
12. **Window Displays** - The only window coverings visible from the street shall be the blinds that come with your apartment or white curtains. Towels, blankets, flags, signs, etc. are prohibited. Nothing may be hung in the windows other than political signs, which are restricted to not more than 2 months prior to an election and must be removed within one week following an election.
13. **Patios/Outdoor Furniture** – Apartments with a private balcony or patio may have whatever furniture that reasonably fits. Apartments without a private area are limited to two small chairs and possibly a small table outside the apartment. Exceptions may apply. Management has the final say on what is acceptable so please ask prior to buying any patio furniture. The furniture must be in good repair and not torn or rusty.
14. **Prohibited Items**
  - a. Waterbeds
  - b. Aquariums larger than 25 gallons
  - c. Unapproved pets
  - d. Portable washers and dryers
  - e. Portable dishwashers
  - f. Charcoal burning grills/smokers
  - g. Bad attitudes

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

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## *LIFE SAFETY DEVICE ADDENDUM*

We would like to remind you of the importance of the life safety devices in your apartment and the responsibility that each resident has in helping us maintain the proper operation of these devices. All apartments are equipped with one fire extinguisher, at least one smoke detector, and in the case of gas appliances, a carbon monoxide detector. We recommend the fire extinguisher be left in or near the kitchen and checked periodically. Smoke detectors should be installed on every level and near every bedroom and should be checked once a month for proper operation. Carbon monoxide detectors are installed in all apartments using gas appliances and should be checked periodically as well. As part of our standard apartment preparation, we check all devices for proper operation, but we need your assistance in maintaining the batteries. Should you determine that a battery or device is not working, please contact us immediately so that we can replace the battery or the device at our expense. We can be reached at 314/729-0479 or 314/220-0663.

Please review and initial each item below.

1. Fire extinguishers are provided for each apartment. Please check to make sure you have one. If you do not, please call us immediately. Your fire extinguisher should be inspected each month, and should you notice that the indicator is not in the green position, please call us immediately. \_\_\_\_\_
2. Smoke and CO detector batteries must not be removed from any device for any reason other than replacement. \_\_\_\_\_
3. Batteries issued to resident shall not be used for anything other than detectors. \_\_\_\_\_
4. Batteries must be tested monthly. \_\_\_\_\_
5. Detectors shall not be removed by tenant for any reason. Please notify management immediately if a detector appears to not be in proper working order. \_\_\_\_\_
6. Should a CO detector alert, please evacuate the apartment immediately and call the fire department. Call us after calling the fire department. \_\_\_\_\_

Thank you for your cooperation in this particularly important matter.

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## ***MOISTURE CONTROL/MOLD ADDENDUM***

Moisture control and mold awareness are the responsibility of each resident. The presence of mold can create health ailments and/or hazards for you or other occupants or guests visiting the premises. Therefore, we require that residents be responsible for preventing mold growth in their rental units and not create or ignore conditions that can lead to the growth of mold. Mold can be mitigated or eliminated as outlined below.

Please read each item and initial in the space provided below each item.

1. Resident is responsible for immediately reporting any and all water leaks to the manager. \_\_\_\_\_
2. Resident is responsible for removing any excess or accumulation of moisture in the kitchen and bathroom and anywhere else moisture accumulation may occur. This includes not allowing standing water to remain present in the interior of the apartment. Resident is asked to periodically check for moisture below sinks and around toilets and tubs. Please report any standing or dripping water present in your apartment or common areas. \_\_\_\_\_
3. Resident is responsible for the removal of all food sources which may facilitate the growth of mold. \_\_\_\_\_
4. Resident is asked to keep the humidity in the apartment at a reasonable level. During periods of extremely high humidity, resident must keep the air conditioner on to avoid the excessive buildup of humidity. Also, please report any heating/cooling equipment malfunctions to the manager as soon as possible to avoid the possible build-up of moisture. \_\_\_\_\_
5. Resident is responsible for the removal of any mold growth within the apartment and for reporting any mold growth that cannot be removed. A mold/mildew remover shall be used regularly on all grout and caulking. Should that not eliminate mold/mildew staining, a spray mixture of 50/50 bleach and water is the most common method of controlling or eliminating mold. If ignored and left to grow, resident may be financially responsible for the cost of having a professional perform the cleanup. \_\_\_\_\_

The health and well-being of all our residents is of the utmost importance to us so we must ask for your assistance in helping us to avoid mold and the conditions that can lead to mold growth.

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## SEWER ADDENDUM

In an effort to avoid sewer and toilet backups, which create a tremendous inconvenience for you and unnecessary costs for us, we ask that you avoid putting anything down a drain or flushing anything other than human waste and toilet paper down the toilet. To be specific, this would include items such as:

- Tampons/Napkins/Contraceptives
- Paper towels
- Diapers
- Wipes of any kind, including “flushable” wipes
- Large wads of toilet paper
- Pet waste/kitty litter/pet pads
- Food/Grease/Cooking Oil
- Excessive hair

It is important to us and to everyone, especially those who have had backups in their apartment, that these guidelines be followed. We need 100% cooperation. If we find foreign objects in your toilet or waste line during a sewer cleaning, you will be charged for the service call and any resulting damage.

Proper sewer and drain care is important for everyone in your community because back ups usually affect other residents. Please read the information that follows to help us properly manage the sewers and drains in your community.

### Toilets:

Please only flush human waste and toilet paper. It may be tempting at times to toss something in the toilet but toilets are not trash cans and with older and smaller pipes, backups tend to occur more easily. All other items shall be placed in the trash. There is no such thing as a “flushable” wipe. They generally take many days to dissolve but will clog the pipes immediately.

### Tub/Shower/Bathroom Sink:

Human hair is the biggest challenge we have in keeping the drains clear. Please remove immediately all hair that gets caught on the drain cover. Use a nylon net or other porous material to try catching as much hair as possible. Kids tend to play around the drains and often inadvertently, and sometimes intentionally, drop things down the drain. This will cost you a plumbing call so please be sure to keep an eye on them when they are in the tub or playing by the sink.

### Kitchen Sinks/Disposers:

Grease is the number one culprit for clogged kitchen drains. Please do not put any grease in the drain and DO NOT drain ground beef or bacon in the sink. Place 3-4 paper towels in the sink and pour the grease into the paper towels and then discard them into the trash. Avoid placing fibrous objects such as celery, corn husks, corn cobs, banana peels, etc into the disposer. Also avoid placing potato peels, egg shells, and onion peels down the drain or into the disposer. This is particularly problematic on holidays. Be sure to run cold water while running the disposer. If the unit won't spin, it is often related to a simple item stuck under one of the blades. Be sure the unit is off and try turning the unit with an Allen wrench in the center of the bottom of the unit. Turn it forward and backward in order to un-jam the unit. You might have to push the red reset button under the unit to get it working again. Lastly, it is never a bad idea to drop a lemon slice or two into the disposer and grind them up in order to rid the unit of any unpleasant odors you might be experiencing.



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## EMERGENCY CALL ADDENDUM

We work hard to provide the best possible maintenance for our residents. In order to do an effective job for everyone, we have outlined some procedures that should provide some clear direction whether or not you have a true emergency and who should be contacted if you do. PLEASE DO NOT KNOCK ON THE DOOR OR CALL THE CELL PHONE OF OUR STAFF LIVING ON THE PROPERTY UNLESS THERE IS A TRUE LIFE/SAFETY EMERGENCY. They are off work and need down time to relax like everyone else. Call the office and leave a message and upon receipt the next day, we will be sure to address your concern promptly.

### Emergencies

- **Fire or smoke of an unknown origin**
  - Get everyone out and call 911. Then call us.
- **Smoke alarm or carbon monoxide alarm is going off**
  - Vacate the building and call 911. Then call us.
- **Smell of gas**
  - Get everyone out. Do not smoke or turn on a switch. Call the gas company or 911. Then call us.
- **No electricity**
  - Check breakers in your panel. They should all be pointing toward the center. If one is pointing straight out, push it toward the outside to reset it then push it toward the center. If that doesn't work, see next steps.
  - Call us so we can check it before calling the power company.
  - If you cannot reach us and if the breakers appear fine, check with your neighbors and/or call the power company if necessary. Then call us.
- **Outlet is sparking**
  - Unplug item and place a maintenance request either online or by calling it in the next day.
  - If the sparking occurs after the item is unplugged, call the fire department. The call us.
- **Water leaking**
  - Any water leaks that you cannot shut off at the fixture require an immediate call to the maintenance number and the office.
  - Any interior sewer that is backing up requires an immediate call to the maintenance number and the office.
  - A dishwasher that is leaking or won't shut off is an emergency. Please call immediately.
- **Life safety issues**
  - If a first floor window or door will not close or lock securely or if you cannot get in due to a bad lock, call maintenance immediately and the office.

### Non-Emergencies

- **Appliances**
  - Refrigerators, ranges, dishwashers, and garbage disposers that are not working are NOT emergencies. Please keep your fridge closed and call us right away. If we are not in, leave a message and it will be a priority repair the next business day. If it occurs on a Friday or Saturday, please call the maintenance number. As a reminder, we are not responsible for lost food if your fridge goes out. Keep it closed and most of the food will keep for up to 24 hours.
- **Heating and Air Conditioning**
  - Do you have an electronic digital thermostat? If you do, have you changed the battery before calling?
  - Furnace - be sure to check the breakers and fan switch on the front or side of the unit. Most repairs require parts, which cannot be obtained at 2:00 am so there is rarely anything we can do overnight. Throw a few extra blankets on and call first thing in the morning if it occurs overnight. If it goes out during the day, please call us right away. If you feel your life is in danger due to the cold, contact a neighbor, friend, or relative for the night. Do not use the stove to heat your apartment. Many deadly fires have occurred from people doing this.
  - Air conditioner - check the breakers and switch. This is NOT an emergency. Call the office during regular hours or leave a message after hours. Parts cannot be obtained after regular business hours. We will make it a priority repair the next day when the daytime temperature is expected to be above 80 degrees.
- **Lockout**
  - This is NOT our emergency. It may be one for you, but don't call us after 10:00 pm. here will be a \$40 charge due immediately. We recommend that you keep a spare house key in your car, purse, or wallet and with a friend or relative.
- **Misc Repairs**
  - Storm doors, bedroom doors, bath fans, loose carpet, etc. are not emergencies. Please call the next business day and do not disturb our on-site staff.

**IMPORTANT NUMBERS: OFFICE – 314/729-0479**

**AFTER HOURS EMERGENCIES ONLY – 314/220-0663 or 314/440-7881**

Thank you for your understanding and cooperation in this very important matter.

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

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## ***AUTOMOBILE & PARKING ADDENDUM***

To avoid having your vehicle towed, the following parking and parking lot rules must be strictly adhered to:

- **All resident vehicles must display a management-issued parking sticker on the passenger side of the windshield.**
- All vehicles must be parked in a striped, or otherwise designated, parking space.
- Only one vehicle per licensed resident will be permitted. All others must be stickered and storage charges of \$35/mn will be applied.
- When applicable, park in your assigned parking space if the property has assigned parking.
- Any vehicle parked in a non-designated area such as in front of a dumpster or fire hydrant, in the grass, or in the way of another vehicle is subject to being towed at owner's expense.
- In non-emergency cases, illegal or illegally parked vehicles will be identified with an orange sticker 2-3 days prior to being towed.
- Visitors must park in visitor parking spaces only, if applicable, to avoid being towed. Vehicles may not remain on site for more than 24 hours in any 72-hour period without approval.
- Only visitors may park in visitor parking spaces. Resident vehicles parked in visitor spaces are subject to towing at owner's expense.
- Double parking of vehicles (taking up more than one space) is strictly prohibited. If not corrected after being notified of the violation, your vehicle is subject to being towed.
- Repairing or washing of cars is not permitted on the property. This includes fluid changes. Tire and battery replacements are acceptable.
- All vehicles must display current license plate tags. Expired vehicles will be stickered and are subject to being towed.
- City stickers must be displayed when applicable.
- Vehicles must be kept in a reasonably good state of repair. No smashed body parts or missing parts such as a hood or fender will be permitted.
- Vehicles without tires or left on jack stands are subject to immediate towing.
- Flat tire repair only is permitted on the property and must be completed within 48 hours. Vehicles with flat tires are subject to being towed if owner fails to make repairs in a timely manner.
- Speed limits must be observed at all times by all residents and guests.
- Handicap signs must be recognized at all times. Vehicles using handicapped spaces must display a current mirror hanger or current handicapped vehicle tags.

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## MOVE-OUT CHARGES ADDENDUM

The following is a list of our cleaning and damage charges. Please avoid these charges and return the apartment in the condition it was in when you moved in. Charges exceeding your deposit will be due and payable immediately. Should they remain unpaid for more than 30 days, they will be pursued through small claims court.

### CLEANING

Refrigerator	\$55	Stove Top/Burners	\$35
Oven	\$55	Range Hood/Filter	\$35
Dishwasher	\$55	Countertop/Cabinet	\$10
Sink	\$10	Floor(per room)	\$25
Carpet Shampoo	\$100	Carpet Stains(per each)	\$20
Toilet	\$35	Tub	\$35
General Cleaning(per hour)	\$55		

### DAMAGES

Remove marks from walls(per hour)	\$55	Nail Hole Repair	\$2
Repair Wood/Vinyl Floors(per hour)	\$55	Replace Interior Door	\$150
Replace Exterior Door	\$250	Replace Storm Door/Screen Door	\$125
Replace Sliding Glass Door	\$500	Replace Window	\$200
Replace Screen	\$35	Replace Standard Mini Blind	\$35
Replace Bath Mirror/Medicine Cabinet	\$100	Replace Garbage Disposer	\$175
Replace Carpet(actual cost)	TBD	Replace Sheet Vinyl Floor(actual cost)	TBD
Repair/Replace Light Fixture/Fan	\$50	Replace Toilet Seat	\$20
Closet Door Guides	\$20	General Repairs/Drywall Repairs(per hour)	\$55
Replace Drip Pans-Set of 4	\$25	Replace Faucet	\$75

### MISSING ITEMS

Light bulb	\$3	Light Fixture Globe/Shade	Actual Cost
Switch/Outlet Plate	\$3	Door Key	\$25
Refrigerator Shelf	\$30	Oven Knob	\$15
Door Stop	\$8	Fixture Handle	Actual Cost
Shower Curtain Rod	\$30	Cabinet Knobs	\$10

### ADDITIONAL ITEMS

Replace Lock	\$55	Replace Shower Curtain Rod	\$25
Replace Fire Extinguisher	\$25	Replace Smoke Detector	\$25
Replace Smoke Detector Battery	\$7	Remove Junk(per hour)	\$75
Replace Thermostat	\$85	Repaint Wall	\$50
Clear Drain	Actual Cost	Satellite Dish Removal	\$50

This is not a complete list of all possible expenses. Resident understands that the costs listed above are minimum expenses and that current market prices may be higher. Subject to the expenses above, the balance of the deposit will be refunded within 30 days of the keys being returned.

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

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## ***RESIDENT REFERRAL POLICY***

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It is our policy to compensate current residents for each new resident they recommend to our community. Since we share a common goal of good neighbors, we think it makes sense to reward our residents for assisting us in achieving this goal. Up to \$250 will be paid for all referrals subject to the following conditions:

- All prospective residents are subject to the standard screening process. We reserve the right to accept or reject any applicant subject to the terms of local, state, and federal law.
- The new resident must pay on time for the first three months, maintain the property, and have no nuisance complaints filed against them.
- The referring resident must be current with his/her rent at the time of the referral and remain current during the same three months as the new resident. There must be no complaints filed against the referring resident during the same three-month time period.
- \$50 will be given to the referring resident at the time the new resident moves in.
- \$75 will be paid to the referring resident after both rents are paid at the beginning of the 4th month and again after both rents are paid at the beginning of the 5th month.
- \$50 will be paid to the referring resident after both rents are paid at the beginning of the 6th month.

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

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## *PET ADDENDUM*

While we do accept pets, there are certain limitations. We have outlined below the information you need to know about our pet policy.

1. Service animals are not considered pets and are permissible in accordance with state and federal ADA guidelines; however, proof of service certification must be provided prior to lease signing.
2. If your pet is classified as an ESA, you must provide proof of medical necessity from a local mental health professional.
3. Approved pets include but are not limited to: dogs, cats, fish, small caged rodents, birds, rabbits, and small reptiles. Fish tanks are limited to 10 gallons. Larger tanks will require renter's insurance.
4. Unapproved pets include but are not limited to: all snakes, ferrets, exotic animals, pit bulls, rottweilers, etc.
5. Pet rent for cats and dogs is \$35 each per month.
6. Dog weight limits vary by community. Please be sure to clarify with property manager ahead of time.
7. Two pets are permissible, but we recommend you obtain approval from manager ahead of time.
8. Breed restrictions apply. Aggressive dogs are not allowed as identified on application.
9. Shot records must be submitted prior to occupancy and updated annually.
10. Dogs and cats must be spayed or neutered no later than 6 months of age.
11. Dog waste must be cleaned up immediately. Violators will be given 1 notice prior to revocation of pet privileges.
12. Dogs shall be under the control of the owner at all times in public areas and shall under no circumstances be left unattended outside on a tether or to roam freely.
13. Pets, dogs in particular, may not disturb neighbors with constant whining or barking. A bark collar may be necessary to mitigate excessive barking. Other remedies are available, but should they fail, the nuisance pet will have to vacate the property.
14. If a dog bites anyone on the property, it shall be immediately removed from the property. No exceptions!
15. A pet addendum must be submitted at lease signing.
16. Renter's insurance is strongly recommended for dog owners.
17. Pets are a privilege and not a right or protected class under the Fair Housing Act. Pet privileges will be revoked if compliance with our pet policy proves too challenging for a resident.
18. By signing below, Lessee agrees to indemnify and hold harmless against loss or liability the property owner and the management company.

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

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## PET APPLICATION

Resident: \_\_\_\_\_

Address: \_\_\_\_\_

### DESCRIPTION OF PET(S):

Type: \_\_\_\_\_ Weight: \_\_\_\_\_ Color: \_\_\_\_\_ Name: \_\_\_\_\_

Type: \_\_\_\_\_ Weight: \_\_\_\_\_ Color: \_\_\_\_\_ Name: \_\_\_\_\_

Refundable pet fee: \$ \_\_\_\_\_ Non-refundable pet fee: \$ \_\_\_\_\_ Added monthly rent: \$ \_\_\_\_\_

Only the above listed pet(s) are permitted on the premises. Pet sitting is strictly prohibited and must be approved in writing and all fees paid in advance. Lessee is hereby granted permission to house the aforementioned pet(s) on the premises subject to the following terms and conditions.

### Lessee shall:

1. Provide annually updated shot records.
2. Remedy all complaints resulting from the pet. Excessive barking or any other disturbance is strictly prohibited. Should barking become a problem the pet will have to wear a bark collar or be removed from the premises.
3. Restrain pet at all times with a leash in all public areas.
4. Not leave pet unattended outside or in public areas.
5. Refrain from pet sitting of any kind for any reason unless approved in writing by Apartment Company. Unapproved animals on the premises will be cause for a fine of \$50 and possible eviction.
6. Remove all of pet's offspring within 6 weeks of birth.
7. Immediately clean up after the pet, inside and out, and properly dispose of waste.
8. Not leave food or water outside for your pet or any pet as it may attract other animals.
9. Comply with all city and state pet ordinances, licensing, and health regulations.
10. Spay or neuter pet at appropriate age.
11. Immediately pay for any damage or expense resulting from the pet. Unpaid expenses will be considered rent due.
12. Allow Apartment Company to take possession of the pet or contact animal control if Apartment Company determines the pet is in danger or of danger to others in the event of pet owner's absence.
13. Avoid breeding of pets for commercial purposes. This shall be grounds for immediate revocation of pet privileges.

Failure to comply with the provisions set forth herein shall be cause for termination of this pet addendum and may also be cause for lease termination. Resident shall at all times remain fully responsible for the pet(s) identified in this addendum and agree to hold harmless Spartan Management, LLC and the apartment community in which you live for the actions of their pet(s). Lessee understands that housing a pet on our property is a privilege that may be revoked by Apartment Company at any time with or without cause. In the event that such a revocation of pet privileges becomes necessary, Lessee shall have not more than fourteen (14) days to remove said pet. This addendum shall be included in and become an integral part of the lease agreement.

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

# SPARTAN MANAGEMENT LLC

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## POOL ADDENDUM

We consider the pool to be more than just an amenity; it is the centerpiece of our community, a place where residents meet and get to know one another. As such, it is important that in order to ensure a fun and safe pool season, everyone must adhere to the community's rules and regulations as set forth in this letter. We hope that you will share these rules with your guests so other residents don't have to.

The rules set forth below are in many cases county code and not optional. Repeated violations will result in residents being banned from the pool:

- **Compliance with these rules and all posted signs is mandatory. There are numerous signs posted around the pool. Please be sure to pay attention to them. Failure to comply with ALL pool rules will result in your being banned from the pool. Repeated violations will result in eviction. We take pool safety very seriously and require that our residents do the same.**
- **THERE IS NO LIFEGUARD ON DUTY. THE USE OF THE POOL IS AT YOUR OWN RISK.**
- **GLASS CONTAINERS ARE NOT PERMITTED IN OR AROUND THE POOL AREA.**
- Kids under 16 shall be supervised at all times and must exit the pool when their supervisor exits the fenced pool area for any reason. **DO NOT ASK OR RELY ON OTHERS TO WATCH YOUR KIDS!!**
- The pool is for residents and guests only. Residents are allowed to bring guests as long the resident accompanies the guest at all times. No more than 2 guests per resident will be allowed. Exceptions may be granted. Please check with manager.
- Food is restricted to the tables only and must be cleaned up. Food will be banned if it is found in and around the pool as we don't want ants all over the pool deck.
- Pets are not permitted in the pool or on the pool deck at any time for any reason.
- Smoking is not permitted inside the pool or on the pool deck at any time. Please smoke outside the pool fence.
- Stereos/music is not permitted in or around the pool area. Music is limited to headphone use only. There are no exceptions!
- Electrical cords shall not be run into the pool area for any reason.
- Raft sizes are limited to 1-person and must be removed when the user exits the pool. Rafts are prohibited if there are more than 5 people in the pool.
- There shall be no running around the pool deck.
- Diving or flipping into the pool is prohibited.
- Street clothes are prohibited from the pool.
- Towels and rafts hung over the fence to dry must be removed when you leave the pool area or by the end of the day.
- Towels hung outside your apartment must be removed by the end of the day.
- We do not maintain a lost and found. Your possessions must be taken with you when you leave the pool area. Unclaimed items will be discarded. **WE ARE NOT RESPONSIBLE FOR LOST, STOLEN, OR DISCARDED ITEMS.**
- The pool shall be cleared and closed at the first sign of lightning and remain closed for 30 minutes after the last sign of lightning.
- Our designated pool attendant has the final say on these or any other issues related to the pool and pool safety.
- Pool hours are 9:00am – 9:00pm daily, unless posted otherwise. Heavy rain overnight can delay the opening of the pool.

Thank you for your consideration and cooperation in following the rules and helping to maintain a safe and enjoyable swimming pool. As many apartment complexes have closed their pools over the years, we hope to keep ours open for years to come, but it will take a concerted effort on the part of our residents to make sure that happens. Please report all rules violations to management.

This form will be updated and again issued prior to the start of each swimming season because we do take everyone's safety very seriously and want to again remind everyone of the rules just prior to the start of the season.

Resident: \_\_\_\_\_ Date: \_\_\_\_\_

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