

# RESOURCE PROPERTIES, INC.

*Real Estate Development • Construction • Brokerage • Property Management*

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## RULES AND REGULATIONS FOR BUSINESS & COMMERCIAL PARKS

The following Rules and Regulations have been adopted for Business and Commercial Parks managed by Resource Properties, Inc. for the care, protection and benefit of the Premises, and for the general safety, comfort and welfare of Lessees, their employees, vendors and guests, and the general public:

I. **USE.** The Premises shall be used only for the purposes described in the lease and all laws, regulations and protective covenants must be complied with. The following activities are NOT PERMITTED:

- a. Fires, noxious odors, smoke or fumes.
- b. Loud music or excessive noise of any type.
- c. Loitering, gambling, or other unsightly or illegal behavior.
- d. Hazardous operation or parking of vehicles.
- e. Solicitation of occupants, their customers or employees through the use of handbills or otherwise.
- f. Obstruction of sidewalks, drives or entrances or use of same for any purpose other than that intended.
- g. Any use or activity which has or could have the effect of causing a nuisance or hazard, or increasing any insurance premiums related to the property.
- h. Occasional, part- or full-time use of the Premises as a residence.
- i. Keeping dogs or other pets or animals on the Premises.
- j. Exterior storage of materials, furniture or other items except for short periods incidental to moving items in or out of building areas, interior cleaning or rearrangement.
- k. Painting, wallpapering, carpeting or other covering, marking, or penetration with nails or otherwise, of any building surface, without the prior written consent of Lessor. Please do not use the walls as a bulletin board, with push-pins, staples, tape or other stick-ons.
- l. Modifying, tampering, or interfering with the operation of doors, windows, locks, mechanical equipment, or lighting, electrical or plumbing fixtures.
- m. Leaving Premises unoccupied without locking all doors and windows, and turning off all water outlets.
- n. Installation of heavy equipment or safes or other concentration of excessive weight.
- o. Water usage in excess of normal toilet and cleaning requirements.
- p. Use of roller/caster chairs in carpeted areas without a carpet protecting pad.

II. **PARKING.** Parking is permitted in marked spaces only. Lessee shall cooperate with other lessees, customers, employees and delivery persons in providing reasonable access. Overnight parking of vehicles, especially large trucks or semi trailers, is not permitted.

III. **KEYS.** A reasonable number of keys are provided by Lessor for each unit and shall be returned promptly by Lessee upon termination of occupancy of the Premises. Lessee shall not install additional or substitute locks, nor permit any duplicate keys to be made without Lessor's express written permission. All locks must be maintained on the development's Schlage master key system.

IV. **SIGNS.** No signs of any type are permitted in or on the development without the prior written consent of Lessor. Please submit a drawing of your sign before ordering it.

Space is provided for signs on the exterior wall area over the front door of each unit, and for vinyl logos and lettering on the interior glass of some units' storefront-type front doors. No other sign placements, flags, banners or any other promotional devices are permitted at any point in the development without Lessor's prior written consent. In the event of a violation of any of these provisions, Lessor may remove the offending item without incurring any liability and charge the expense of such removal and any related repairs to Lessee as additional rent. All signs must be professionally constructed and installed.

Wall Signs should:

- a. Have a 1½-2" side edge, so as to stand out from the wall behind. A painted or vinyl border is also highly recommended. (Note that virtually ALL highway dept. signs have a border, to help make them more visible)
- b. Be adhered to the wall by masonry anchors placed within the mortar joints (Not glued or caulked).
- c. Be centered within the sign space over the front door, and sized as follows:

TWO NOTCH COMMERCIAL PARK:	30" high x 54" wide.
BUSINESS PARK OF ST. ANDREWS-Suites 100-170:	30" high x 54" wide.
" " " " " -Suites 200-380:	24' high x 54" wide.
WINDSOR SQUARE:	42" high x 66" wide.

- d. Be removed by Lessee upon lease termination.

V. **TRASH.** Trash and pallet removal is provided for such items generated from normal use of leased office, retail or warehouse space in this development only. Lessees should make their own arrangements for disposal of construction and other trash, pallets, etc. generated off-site or from other uses of leased space.

Trash should be compressed (cardboard boxes broken down, long length items cut to 4' maximum, etc.), placed in dumpsters provided and the dumpster lids closed. Lessees found to have clogged dumpsters with oversize items, off-site trash, etc. shall be charged \$200 labor per instance to clear any clogs + the dumpster co. charge for any special pick-ups + any damages.

A reasonable amount of pallets may be stacked neatly for removal alongside the dumpsters, but not so close as to obstruct pick-up of the dumpsters. A reasonable amount is defined as no more than 15 4x4 pallets per week, (approximately 15% of typical warehouse square footage). Lessees discarding pallets improperly or in excess of reasonable amounts shall be charged \$200 labor per instance + \$2 per pallet dumping charge + any damages.

All building interiors and exteriors must be kept neat, clean and free of trash and litter.

### VI. MISCELLANEOUS.

a. In the event any rule or regulation stated herein shall conflict with Lessee's lease of the Premises, the conflicting rule or regulation shall be of no further force and effect.

b. Lessor shall have the right to amend these rules and regulations or make such further rules and regulations, as in the judgment of Lessor, may from time to time be necessary or appropriate for the care, protection and benefit of the Premises, and for the general safety, comfort and welfare of Lessees, their employees, vendors and guests, and the general public.

c. Continued or flagrant violation of these rules and regulations may be considered a "nuisance" with default implications as described in the lease.