

## **RoomSimple General Rules and Regulations**

- **Always use common sense. This is the number #1 rule!** **If you ever have a fire, security or health emergency please call 911 immediately.** Never ever disable smoke detectors. Please take a moment on move in day to locate the several smoke detectors in your house and acquaint yourself with their operation. If you believe your smoke detector is not working or the battery is depleted, please replace the battery. If that does not work, contact us immediately.
- For all non-emergency repairs email [leonar81@msu.edu](mailto:leonar81@msu.edu). **For emergency repairs please call Cathy at 989-763-6898 or Jeff at 517-214-1060 or Chris at 312-285-8044 / 312-207-6466 or the RoomSimple emergency handyman Jan Sabin at 517-719-4620. If the emergency handyman does not answer, please leave a message on his voicemail and he will get right back to you. Please remember that you should only use this option if you are experiencing a true repair emergency (e.g., if your furnace does not work in the winter or a pipe bursts). DO NOT use this number for non-emergencies such as a broken garbage disposal or plugged up toilet. You will be charged for all non-emergency use of this number.** Your safety is our top priority so please inform us immediately of any issues.
- Smoking is strictly prohibited in all our houses, including glassed/screened in porches.
- Do not have pets or animals in your unit even as visitors unless we have specifically authorized you in writing.
- Do not put locks of any kind on the bedroom doors. Certain locks are illegal and can result in a fine from the city.
- Please do not use not to use acid-based drain cleaners (e.g. Draino) as these can eat away at cast iron pipes. If you need to use a drain cleaner, please use an enzyme based solution instead (e.g. Bioclean). A good enzyme based cleaner called Drain Build-up Remover by Rubbermaid can be purchased at Menards for \$7.98. You can also purchase a solution at Hedlund Plumbing (517) 321-5955.
- Do not flush bar soap, dental floss or feminine hygiene products down the toilets. This clogs them and leads to back-ups which cause expensive tenant charges.
- Always have hair catchers in your shower and bathroom sink drains. This is hugely important, as otherwise your plumbing will clog, incurring significant inconveniences as tenant charges.
- Always use a shower curtain tucked into the tub before turning on the water. If you notice that a lot of water is getting on due to showers, please contact us immediately. This water will destroy the ceiling below and it is expensive and a hassle to fix.
- Do not use duct tape on the carpet or walls.
- Your ability to sublet your house is governed by the terms of the Lease you signed. You are not allowed to sublet your house without RoomSimple's written authorization. Please note that RoomSimple, in its sole and absolute discretion,

determines whether to allow you to sublet. You will always still be responsible for the rent payments regardless of if you sublet your house.

- Do not operate the garbage disposals (as applicable) when non-food items have dropped in.
- Do not take furniture outside or put any indoor furniture on our porches (couches, etc.). The City of Lansing will fine you for this activity (a \$500 a day fine).
- Do not go on the roofs of any of our houses and do not overcrowd decks and porches.
- Never turn your furnace below 60 degree F in the winter months. You will be responsible for all damage resulting from failure to do so (frozen pipes, etc.).
- Never park on the lawns of our homes. The City of Lansing will fine you for any such activity (a \$500 a day fine).
- Be careful when storing items in the basements of our houses. We are not responsible for any water damage to these items. It is very common for water to seep onto the floor of basements in homes in this area.
- We suggest purchasing a vacuum cleaner to help keep the carpeting in your home clean.
- If you get locked out of your house, we will always do our best to help you get back in. However, ultimately you are responsible for lockouts and if we can't help you it will be your responsibility to call and pay for a locksmith. DO NOT call the emergency handyman service for lockouts.
- You are responsible for keeping the sidewalk (including when it is a portion of your driveway) clear of snow and ice, and for arranging for your lawn to be mowed/trimmed periodically throughout the spring and summer. The city will fine you for leaving these matters unattended (a \$500 a day fine). If we notice that this is a reoccurring problem we will clear the snow and/or mow your lawn for a charge of \$40 per incident. Refer to the move-in packet or the RoomSimple website for a snow removal/lawn cutting service.

If you have any questions about these rules and regulations please email [leonar81@msu.edu](mailto:leonar81@msu.edu) or [jclune@roomsimple.com](mailto:jclune@roomsimple.com) or [cmcvety@roomsimple.com](mailto:cmcvety@roomsimple.com). Also if you have any comments on how to make your rental experience more enjoyable, please let us know. We appreciate your feedback. Thanks for renting from RoomSimple!

Sincerely,

*Chris and Jeff*  
*RoomSimple, LLC*