

PROVIDENCE ACADEMY, LLC

Rules & Regulations

WHY THESE RULES AND REGULATIONS ARE IMPORTANT

Providence Academy, built by the Sisters of Providence in 1873 to serve as an orphanage, boarding and day school, and administrative headquarters, is one of the most iconic landmarks in the Pacific Northwest. Placed in the National Register of Historic Places in 1978, the Georgian Revival-style building designed by Mother Joseph of the Sacred Heart plays an important role in downtown Vancouver's past and present. The Historic Trust and Academy tenants share stewardship of this heritage, along with the community, so that this special place may also be an important part of our future.

Tenants can support building care and preservation by observing the regulations set forth in this policy.

1. The entrances, halls, corridors, stairways, exits, and elevator shall not be obstructed by any of the tenants or used for any purpose other than for ingress or egress from their respective premises. Landlord may operate and manage the Building's public areas and common facilities as it reasonably deems appropriate for the general benefit of all tenants. No tenant shall invite to the tenant's premises or permit the visit of persons in such numbers or under such conditions as to interfere with the use and enjoyment of any of the facilities of the Building by any other tenants. Fire exits and fire escapes are for emergency use only and are not to be used for any other purpose.
2. Landlord reserves the right to refuse admission to the Building to anyone at the Landlord's own discretion.
3. Tenant may not attach anything to the outside walls of the Building. No curtains, blinds, shades, or screens, if any, that are different from the standards adopted by Landlord for the Building shall be attached to or hung in any window or door of the premises of any tenant without the prior written consent of Landlord.
4. Tenants may not paint the interior of their premises. The hanging of pictures is permitted with regular picture hooks, nails, and small screws; tenants are advised to consult with Management to determine best hanging method. Molly bolts, anchors, brackets, or other mechanisms used to hold large or heavy objects, are prohibited unless approved by Management. Management reserves the right to require such items to be affixed by the Preservation Team and tenant to be charged the applicable labor rate at the time the work is completed. Use of adhesive style items such as hangers, clips, and wall coverings is strictly prohibited.
5. No sign, placard, picture, name lettering, advertisement, notice, or object may be displayed on exterior windows or doors, or in any location within a tenant's premises that are visible from the exterior when such door is in the closed position, without the Landlord's prior written consent. All approved signs or lettering shall be prepared, printed, affixed, or inscribed at the expense of the tenant and shall be of a size, color, and style approved by Landlord.
6. The windows that reflect or admit light and air into the halls, passageways or other public places in the Building shall not be covered or obstructed by any tenant, nor shall any bottles, parcels or other articles be placed on the windowsills.
7. No items shall be put in front of or affixed to any part of the exterior of the Building, nor placed in the halls, corridors, or vestibules without prior approval from Landlord.
8. No tenant, nor any tenant's contractors, employees, agents, visitors, invitees or licensees, shall at any time bring into or keep upon the premises or within the Building any flammable, combustible, explosive, environmentally hazardous, or otherwise dangerous item, fluid, chemical, or substance, including candles, incense or other item requiring an open flame.
9. All movement of freight, furniture, packages, boxes, crates, or any other object or matter of any description must take place during such hours and in such manner as Landlord or its agent may reasonably determine

from time to time. Any reasonable labor and engineering costs incurred by Landlord in connection with any moving herein specified shall be paid by Tenant to Landlord, on demand.

10. Landlord shall have the right to prescribe the weight and position of safes and other objects of excessive weight, and no safe or other object whose weight exceeds the lawful load for the area upon which it would stand shall be brought into or kept upon any tenant's premises. If, in the reasonable judgment of Landlord, it is necessary to distribute the concentrated weight of any heavy object, the work involved in such distribution shall be done at the expense of the tenant and in such manner as Landlord shall reasonably determine.
11. Landlord, its contractors, and their respective employees, shall have the right to use, without charge therefor, all light, power, and water in the premises of any tenant while making repairs or alterations in the premises of such tenant.
12. No premises of any tenant shall be used for lodging or sleeping or any illegal purpose.
13. Promptly submit Maintenance Requests via tenant portal for all defects or problems within your unit.
14. Canvassing, soliciting, and peddling in the Building are prohibited and each tenant shall cooperate to prevent the same.
15. Trash cans in common areas are not to be used for garbage from individual tenants. All garbage must be taken to exterior dumpsters. Please wrap all wet garbage and crush all boxes before placing them inside the garbage or recycle dumpsters. No garbage or recycling shall be placed on porches, steps, yard or anywhere except the dumpsters. Large item disposal must be coordinated with the property manager at tenant expense.
16. No bankruptcy, going out of business, liquidation, or other form of distress sale shall be held on any tenant's premises. No advertisement shall be done by loudspeaker, individuals, flashing lights or displays or other methods not consistent with the character of this building.
17. Nothing shall be done or permitted in any tenant's premises, and nothing shall be brought into or kept in any tenant's premises, that would impair or interfere with the economical heating, cleaning, or other servicing of the Building, or the use or enjoyment by any other tenant of any other premises, nor shall there be installed by any tenant any ventilating, electrical, or other equipment of any kind which, in the sole discretion of Landlord, might cause any such impairment or interference. Tenants may be allowed to install a free-standing A/C unit (no window A/C units are permitted). In this regard, no tenant shall leave any windows open during any season when the heating system is operating.
18. Providence Academy allows pets on the Premises only under a pet agreement signed and approved by the Landlord, subject to the terms and conditions set forth in the Agreement. Service animals and ESAs are exempt from the pet agreement but must be properly documented for safety and security.
19. No acids, vapors, or other similar caustic materials shall be discharged or permitted to be discharged into the waste lines, vents, or flues of the Building. The water and wash closets and other plumbing fixtures in or serving any tenant's premises shall not be used for any purpose other than the purposes for which they were designed or constructed, and no sweepings, rubbish, rags, acids, or other foreign substances shall be deposited therein. All damages resulting from any misuse of the fixtures shall be borne by the tenant who, or whose employees, agents, invitees, visitors, or licensees shall have, caused the same.
20. All entrance doors and windows shall be secured, and all lights will be turned off by the tenant when the tenant's premises are not in use. Tenants will receive keys to the unit and building and are not permitted to make additional copies independently. Charges for additional key are as follows: \$10.00 for the first key and \$5.00 per additional key. In the event a tenant needs their unit rekeyed, a charge will be incurred. All keys must be returned at move-out. Missing keys will be charged at the key rate noted above.
21. Hand trucks not equipped with rubber tires and side guards shall not be used within the Building.

