

## MERCURY MANOR BY-LAWS – EXHIBIT 1

### RULES AND REGULATIONS

The Common Areas consist of all stairways, hallways, vestibules, landings, the exterior of Buildings I and II, and all the grounds. These areas are managed directly by the Board of Managers. These rules and regulations are adopted for the orderly and appropriate benefit of all the homeowners and residents at Mercury Manor Condominiums.

1. Owners agree to maintain order at all times within their condominium and to be responsible for the conduct of ALL guests, visitors, invitees, including renters, who enter the property. Owners will insure that no action that may disturb, annoy, or in any way inconvenience any other resident of the complex be allowed.
  - a. No resident shall engage in any activity that threatens other residents' health, safety, or right to peaceful living conditions.
  - b. No resident shall engage in any criminal activity on the Mercury Manor premises, including the illegal manufacture, sale, distribution, use, or possession of any illegal controlled substance.
  - c. When a renter or a renter's guests fail to comply with Mercury Manor's By-Laws and/or Rules and Regulations, the unit owner(s) shall be financially responsible for all expenses incurred, including attorney fees for legal advice, notices, and renter eviction.
  - d. When the By-Laws and/or Rules and Regulations have been violated, the Board will first send the unit owner(s) a warning of noncompliance. Further noncompliance warnings will be progressively fined \$150, \$500, and \$1000 for the 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and successive warnings.
2. It is not permissible to wash or repair automobiles on the premises.
3. Drapes, liners, sheers, or blinds are authorized for windows and must be white or lined with white and not in need of repair.
4. All moving vans, repair personnel and deliveries to Building I are to load and unload at the side doors. Grass areas cannot be used to facilitate these actions without the consent of the Office Manager.
5. Smoking is limited to inside the units. Smoking is not allowed in the office, halls, lobbies, stairwells, or any other inside area of Mercury Manor Condominiums.
6. Homeowners must provide their own interior connections and wire for both TV and cable. No antennas, satellites, or other "dishes" are allowed on the roof. The Board shall designate the exterior location of all antennas and receiving dishes.
7. No barbecue grills or outside cooking is allowed on private patios or balconies. (This is a city fire code.)
8. Public breezeways, stairwells, porches, patios, and balconies must be kept free of bicycles, trash, barbecue grills, or any other safety hazard.
9. Motorcycles and bicycles must be parked outside the buildings in an area designated by the Board of Managers.
10. The Board of Managers shall establish parking regulations and reserves the right to regulate the use of all automobile parking spaces.
  - a. Owners, renters, and visitors must observe all parking regulations. Failure to observe parking regulations will result in towing away the vehicle at the owner's expense.
  - b. All owners and renters must register their vehicles and license numbers in the office. Visitors must park in a Visitors Parking area.
  - c. The Board reserves the right to remove unregistered vehicles as well as unsightly vehicles from the premises.
  - d. The front circle is for emergency vehicles only.
  - e. Visitors must park in a Visitors Parking area.
  - f. No trucks that exceed ¾ ton are allowed.
  - g. No parking or driving on the grass is allowed.
  - h. No trailers, boats or boat trailers are permitted to park on the premises.
11. Televisions, pianos, radios, stereos, tape players, and the like shall not disturb any other resident. Extra consideration should be given after 10:00 PM and should not be above conversation level. No vehicles are allowed on the premises with a noisy muffler or in violation of the city sound ordinance.
12. NO PETS are allowed.
13. Garbage cans are available in two designated locations. No garbage is to be placed anywhere other than at these designated locations. All items must be in garbage bags and then placed in the garbage locations.
14. The laundry in Building I is provided as a courtesy to residents. The Board of Managers is not responsible for personal loss or damage when using the laundry facility.

15. Emergency maintenance requests will be handled as quickly as possible. The following are considered emergencies: an electrical short that would endanger the safety of a resident or building, a broken water line creating excessive flooding, a sewage line stoppage. (This is not to be confused with a stopped up commode or lavatory.) The Board of Managers should be notified immediately of any of the above emergencies. In case of fire or personal injury, call 911.
16. The use, abuse, or negligence of any homeowner regarding the utilities, especially plumbing, which causes damage or inconvenience to any other homeowner is the responsibility of the offending homeowner.
17. Storm windows and screens are the responsibility of the individual homeowner.
18. Cars are limited to 10 mph and mini-bikes, and motorcycles are limited to 5 mph in the condominium complex.
19. Storage bins are located in the basements of the buildings and are numbered to each unit.
  - a. These bins are to be used for storage only. The Board of Managers will dispose of any articles left in the aisle ways.
  - b. Building II has a freezer room that is to be used for freezers only. Residents of both buildings are permitted to use this area at no charge.
  - c. The Association is not responsible for loss, damage, theft, or water damage to any items stored in the basements.
  - d. For security, please keep ALL external access doors closed when not directly in use. (DO NOT prop doors open to allow admittance to areas unless you are moving in or moving out.)
20. If damage is found as a result of misuse of or abuse to a building or the grounds by a resident, the cost of repairs shall be charged to the resident who is deemed responsible.
21. No insurance coverage is carried for a resident's personal belongings. The complex is not responsible or liable in any way for fire, theft, vandalism, etc. It is up to each individual resident to carry his own personal property policy. It is highly recommended that all residents carry insurance policies against such losses.
22. Management Policies:
  - a. It is the policy of the Board that personal information of residents NOT be given to anyone, especially unit numbers and telephone numbers.
  - b. Residents are responsible for arranging services for appliances and air conditioner/heat units. However, if this requires going onto a roof, the office must be notified in advance.
  - c. When on vacation, please make arrangements for newspapers and mail.
  - d. ENTRY DOOR access locks to units must allow access to the Management. If not accessible by the master key, residents must provide a key to the lock. Dead bolt keys should also be provided. These keys will be safeguarded in a locked key cabinet in the Management office. In cases of noncompliance, the Board will replace at the owners' expense all locks to those units, with keys duplicated for the owners, occupants, and office.
  - e. Entry to individual units by Management will be performed in an emergency situation at the direction of the Board and with its discretion.
  - f. Willful disregard of the By-Laws or these Rules and Regulations will not be permitted. The Board of Managers reserves the right to assign costs to homeowners who disregard them.
23. For security purposes, residents will be responsible for notifying the Manager of visitors staying more than 10 days. Those visitors must register their vehicles and license numbers in the office.
24. The number of residents per unit must adhere to Murfreesboro Fire Department codes.
25. All owners and renters are required to signify their acceptance of the current as well as any amended Mercury Manor By-Laws and Rules and Regulations by signing and dating an acceptance form that will be maintained in the Board office.