

Rules and Regulations

1. The sidewalk's entrance, passages, elevators, vestibules, stairways, corridors or halls shall not be obstructed or encumbered by any Tenant or used for any purpose other than ingress and egress to and from the demised premises, and if said uses are situated on the ground floor of the building the Tenant thereof shall further, at said Tenant's own expense, keep the walks and curb directly in front of said premises clean and free from ice, snow, etc.
2. The freight and not the passenger elevators shall be used by the working hands of Tenant and persons calling for and delivering goods to and from the demised premises.
3. No awnings or other projections shall be attached to the outside walls of the building without the prior written consent from the Landlord. No curtains, blinds, shades or screens shall be attached to or hung in, or used in connection with, any window or door of the demised premises, without the prior written consent of the Landlord. Such awnings, projections, curtains, blinds, shades, screens, or other fixtures must be of a quality, type, design and color, and attached in the manner approved by Landlord.
4. No sign, advertisement, notice or other lettering shall be exhibited, inscribed, painted or affixed by any Tenant on any of the outside or inside of the demised premises or building without the prior written consent of Landlord. Interior signs on doors shall be inscribed, painted or affixed for each Tenant by Landlord at the expense of such Tenant, and shall be of a size, and style acceptable to Landlord. Only the Tenant named in the lease shall be entitled to appear on the Directory Board or Tablet. Additional names may be added in Landlord's sole discretion under such terms and conditions as he may approve.
5. The sashes, sash doors, skylights, windows and doors that reflect or admit light and air into the halls, passageways or public places in the building shall not be covered by any Tenant, nor shall any bottles, parcels, or other articles be placed on windowsills.
6. The water and wash closets and other plumbing fixtures shall not be used for any purposes other than those for which they were constructed, and no sweepings, rubbish, rags, or other substances shall be thrown therein. All damages resulting from any misuse of the fixtures shall be borne by Tenant who or whose servants, employees, agents, visitors, or licensees, shall have the same.
7. No Tenant shall mark, paint, drill into, or in any way deface any part of the demised premises or the building of which they form a part. No boring, cutting, or stringing of wires shall be permitted, except with the prior written consent of Landlord, Landlord may direct. No linoleum or other floor covering shall be laid in direct contact with the floor of the demised premises, but if any such covering

is required by Tenant, an interlining of builder's deadening felt shall first be affixed to the floor with paste or other water soluble material, the use of cement or other adhesive non-soluble in water is expressly prohibited.

8. No Tenant shall make, or permit to be made, any unseemly or disturbing noises or disturb or interfere with occupants or neighboring buildings or premises or those having business with them whether by the use of any instrument, radio, machine, musical noise, whistling, singing or in any other way.
9. No Tenant, nor any of Tenant's servants, employees, agents, visitors, or licensees, shall at any time bring or keep upon the demised premises any inflammable, combustible or explosive fluid, chemical and substance, or cause or permit any unusual or objectionable odors to be produced upon or permeate from the demised premises. No animals or birds shall be kept by in or about the building.
10. Landlord reserves the right to inspect all freight to be brought into the building and to exclude from the building all which violates any of these Rules and Regulations or the lease of which these Rules and Regulations are a part.
11. Landlord shall have the right to prohibit any advertising by any Tenant which, in its opinion lends to impair the reputation of the building or its desirability and, upon written notice from Landlord. Tenant shall refrain from or discontinue advertising.
12. Canvassing, soliciting and peddling in the building are prohibited and each Tenant shall co-operate to prevent the same.
13. There shall not be used in any space, or in the public halls of any building, either by and Tenant or by jobbers or others, in the delivery or receipt of merchandise, any hand trucks, except those equipped with rubber tires and side guards.
14. No Tenant shall purchase spring water, ice, towels, or other like service, from any company or persons not approved by the Landlord.
15. The use in the demised premises of auxiliary heating devices, such as portable electric heaters, heat lamps or other whose principal function at the time of operation is to produce space heating, is prohibited.