

Office Lease Agreement for Commercial Real Estate

RULES AND REGULATIONS

This is an attachment to and made a part of the Office Lease Agreement (the “Lease”) dated as of April 24, 2018, by and between J.B. Ronfard_ (“Landlord”), and Jodi Spencer (“Tenant”), for space in the Snowbound Building located at 415 Pacific Coast Hwy, Suite 409, Santa Monica, California. Capitalized terms used but not defined herein shall have the meanings given in the Lease.

The following rules and regulations shall apply, where applicable, to the Premises, the Building, the Parking Facility, the Storage Facility, the Property, the Project and the appurtenances.

1. Sidewalks, doorways, halls, stairways and other similar areas shall not be obstructed by Tenant or used by Tenant for any purpose other than ingress and egress to and from the Premises. No garbage, trash, or material shall be placed, or thrown in those areas. At no time shall Tenant permit Tenant’s employees to loiter on the premise or elsewhere about the Building or Project.
2. Plumbing fixtures and appliances shall be used only for the purposes for which designed, and no sweepings, garbage, or other unsuitable material shall be thrown or placed in the fixtures or appliances. Damage resulting to fixtures or appliances by Tenant or employees, shall be paid for by Tenant, and Landlord shall not be responsible for the damage.
3. No signs or notices shall affixed to windows, doors or other parts of the Building, except those of such color, size, style and placement as are first approved in writing by Landlord. All tenant identification and suite numbers at the entrance to the Premises shall be installed by Landlord at their cost and expense, using the standard graphics for the Building. Except in connection with the hanging of lightweight pictures and wall decorations, no nails or hooks shall be inserted into any part of the Premises except by the Building maintenance personnel, unless approved by the Landlord.

4. Landlord shall provide and maintain main lobby of the Building an alphabetical directory board or other directory device listing tenants.
5. Tenant may not place any lock(s) on any door in the Premises or Building without Landlord's prior written consent and Landlord shall have the right to retain at all times and to use keys to all locks within and into the Premises while notifying Tenant ahead of time. A reasonable number of keys to the locks on the entry doors in the Premises shall be furnished by Landlord to Tenant at Landlord's cost. All available keys shall be returned to Landlord at the expiration or early termination of the Lease.
6. All contractors, contractor's representatives performing work or services in the Building shall be subject to prior approval and shall comply with Landlord's and Tenant's standard rules, regulations, policies and procedures, which will be revised upon request.
7. Movement in or out of the Building of office equipment and furnishings , or dispatch or receipt by Tenant of additional materials requiring the use of elevators, stairways, common areas or loading dock areas, shall be restricted to hours determined by Landlord and Tenant. Tenant shall provide a detailed listing of the activity and plans. If approved by Landlord, the activity and plans shall be performed in the manner required by Landlord. Tenant may assume all risk for damage to articles moved resulting from the activity. If equipment, property, or personnel of Landlord or of any other party is damaged or injured as a result of or in connection with the activity.
8. Landlord shall provide all guidelines for the approved weight, size, or location of heavy equipment or articles in and about the Premises. Damage to the Building by the installation, maintenance, operation, existence or removal of Tenant's Property shall be repaired by Tenant at their convenience.
9. Corridor entrances, when not in use, shall be kept closed.

10. Tenant shall not: (1) permit any improper, or objectionable noises or odors in the Building, or otherwise interfere in any way with other tenants or persons having business with them, unless approved by Landlord; (2) solicit business or distribute, or cause to be distributed, in any portion of the Building, promotional materials or other advertising unless approved by Landlord; or (3) conduct or permit other activities in the Building that might, in Landlord's sole opinion, constitute damage to the premise.
11. No animals, except those assisting handicapped persons, and others approved by Landlord prior to entrance, shall be brought into the Building or kept in or about the Premises.
12. Unless authorized as a business requirement, no inflammable, explosive or dangerous fluids or substances shall be permitted or used by Tenant in the Premises, Building or about the Property. Tenant shall not, without Landlord's prior consent, do or permit to be done on the Property any of the following: use, keep, install, remove, or dispose of, within or about the Premises, any Hazardous Substance (defined below). As used herein, "Hazardous Substance" means any unapproved solid, liquid or gaseous material now or subsequently considered toxic or hazardous under the provisions of 42 U.S.C. Section 9601 et seq. or any other applicable environmental Law which may now or later be in effect. Tenant shall comply with all guidelines pertaining to and governing the use of Hazardous Substances by Tenant, and shall remain liable for the costs of abatement and removal, unless stated or agreed upon otherwise.
13. Tenant shall not use or occupy the Premises in any manner or for any purpose which might injure the reputation of the Premises or the Building. Tenant shall not use, or permit any part of the Premises to be used, for lodging, sleeping or for any illegal purpose, unless approved by Landlord.
14. Tenant shall not take any action which would violate Landlord's labor contracts or which would cause a work stoppage, picketing, labor disruption or dispute, or interfere with Landlord's or any other tenant's or occupant's business, Tenant shall take the actions necessary to resolve the Labor Disruption, and shall have pickets removed and, at the request of Landlord, immediately terminate any work in the Premises that gave rise to the Labor

Disruption, until Landlord gives consent. Tenant shall have appropriate rights to claim for damages against Landlord and any of the Landlord Related Parties.

Tenant Initials _____