



75 E. 16th Avenue
Columbus, Ohio 43201
614-299-2897

Rules and Regulations

Parking

Passes must be visibly displayed in your car *at all times* it is on the lot. Parking passes are issued at the beginning of the year. Any Parking passes not returned at the end of your rental contract will constitute a **\$50.00** charge. **Please remember**, parking is a privilege and irresponsible use of your apartment or vehicle can result in your pass being revoked. Our lots are regularly patrolled by Shamrock. Please make sure your friends and family understand that no pass = you will be towed. **Oxford does not make a profit on towing.**

Trash

Trash receptacles are provided for all buildings. All trash must be taken directly to the dumpster and **must not be stored outside your apartment**, in hallways, or on porches. We give you a warning the first time this is done. However, if this is repeated, you will be charged for the removal of trash. Repeated occurrences will result in the loss of your off-street parking pass. If your dumpster is full, you may contact the city at **645.TRSH**.

Pets

There shall be **NO dogs, cats or pets of any kind permitted in, on, or outside the premises at any time (EVEN TEMPORARILY)**. If a pet is found on your premises, you will be in direct violation of your lease which constitutes grounds for eviction. **This is a strict policy, please do not test it.**

Garbage Disposal

The garbage disposal is designed to grind up small pieces of food waste. Do not place anything other than food waste in the disposal. In the event that we are called out and

find that the tenant was negligent, the tenant will be charged for the cost of the repairs and labor.

Bathroom

Foreign objects are **NOT** to be disposed of in the toilets (i.e.; feminine hygiene products). Even though some products “claim” to be flushable, our drain cleaning company will be happy to show you why this is false. Negligent use of your plumbing fixtures will require you to cover the cost of the repairs. Please make sure that you purchase a plunger and learn how to properly use it. It is also important to regularly clean your bathtub/shower and bathroom sink to prevent mildew. **The more often you clean throughout the year, the less work you will have to do when you move out.**

Oven

The range top, burner pans, and broiler pan should be cleaned regularly with warm, soapy water. The oven interior and racks should also be cleaned regularly using a commercial oven cleaner. We recommend using “Grease Lightning” as an outstanding oven and all around cleaner.

Noise

Please use common sense to determine acceptable noise levels. Respect your neighbors and any reasonable requests.

Guests

Please remember you will be held responsible for the actions of all guests on the premises. Make sure your guests are aware of Oxford’s rules and regulations. If any of your guests damage your apartment or neighboring units, you will be held directly responsible for their actions!

Security Information

There are many things you can do to improve your own safety on and off campus. Keep in mind that The Ohio State University is in the middle of a large metropolitan area. Here are a few suggestions provided by Off-Campus Student Services that you should remember:

- **ALWAYS** lock your front door.
- Close and lock windows when you are away. Screens keep bugs out, not people.
- Use your peephole to determine who is knocking before you open the door.
- Leave a light on when you are away, or purchase a utility timer that will turn lights on and off automatically.
- If you will be away for a long period of time, have any mail and newspapers held until you return.
- Break-ins are more likely to occur over holidays. We suggest that you do not leave cash, credit cards, checkbooks, jewelry, CDs, DVDs, or laptops over long breaks.
- Check your smoke detector every month.
- Keep the blinds and drapes closed when you are away.
- **DO NOT** walk alone after dark. Contact a friend, or call **USG Crime Watch Escort Service 614.292.3322** to take you where you need to go.
- **NEVER** leave your keys outside your apartment, under your doormat, or any place accessible by a stranger.
- **NEVER** leave notes on your door, or messages on your answering machine indicating that you are away.
- When you are driving, keep your doors locked, and park in well-lit areas.
- Again, for an emergency, call **9.1.1**.