

# Patio Deck General Usage Rules

## 3701 Kirby and 3801 Kirby Buildings

*August 30, 2016*

- 1) The main purpose of the patio decks is for the general use and enjoyment by the Tenants for such things as taking a work break, eating your lunch outside, or conducting small non-private business meetings.
- 2) The patio decks at the 3701 Kirby and 3801 Kirby Buildings are for the use of the Tenants of 3701 Kirby and 3801 Kirby only. The patios may only be accessed via a security card with proper clearance credentials. All tenants, by default, will have these credentials.
- 3) The patio decks' open hours are Monday thru Friday 7 AM to 6 PM. During all other hours, the patio decks are inaccessible by security card.
- 4) Patio decks may not be rented for an exclusive or private use during regular business hours as they are intended for the general use of the Tenants. Patio decks may be rented after-hours on weekdays for a private use on a first come, first serve basis. Please see rental policy provided by the building management for additional information.
- 5) Surveillance cameras are active at all times on the patio decks. No trespassers.
- 6) Patio decks max occupancy: 3701 Kirby: 100 3801 Kirby: 75
- 7) Tenants will be held responsible for any damage to the patio areas, other than typical wear and tear, that are cause by the Tenants. Please be careful and considerate of others so that they may enjoy the patios, too.
- 8) Tenants are responsible for cleaning up after themselves. Please place all trash in the bins provided.
- 9) All guests must be accompanied by a Tenant. Tenants are responsible for granting access to their guests.
- 10) The use of any tobacco product or electronic cigarette on or about the patios is prohibited.
- 11) Alcohol is prohibited on the patio decks during business hours.
- 12) No animals or pets of any kind are allowed on the patio decks.
- 13) Cooking of any type is prohibited including, but not limited to, grills, smokers, deep fryers, boilers, etc. Common heating elements to keep catered food warm is allowed.
- 14) Do not move patio furniture or receptacle cans without Landlord permission.
- 15) No standing on railing, parapet wall, furniture, or benches. Please do not throw objects of any kind off of decks to the street level below.
- 16) Noise on the patio decks must be kept a level acceptable in a professional building and for the other tenants' quite enjoyment outside and inside their respective lease spaces.