

ANNEX No. 1 TO THE ROOM LEASE CONTRACT

COEXISTENCE MANUAL:

USE AND ENJOYMENT OF A ROOM

As the **LESSEE**, I commit to comply with and accept the following basic rules of coexistence, based on an environment of tranquility, respect, and harmony.

Failure to comply with this annex gives the **LESSOR** the right, according to the infraction, to issue a verbal or written notice to the **LESSEE** or to unilaterally terminate the lease contract without prejudice to the **LESSEE's** obligations to the **LESSOR**.

The **LESSOR** makes the leased room and other areas of the house available for the **LESSEE's** use and enjoyment, subject to the following rules and conditions:

Article 1. The property and all movable assets, including decorative items, in the house are the property of the **LESSOR**. Therefore, I must use them appropriately, and in case of causing any damage, I must pay the replacement cost.

Article 2. I will receive the room's furniture with an inventory in the appropriate condition, which I commit to return in the initial condition of delivery. In case of damaging, staining, breaking, etc., the furniture and inventory items in the room or the house, I will pay the corresponding replacement, repair, or replacement costs.

Article 3. I will receive the keys and the entry chip to the house and room. In case of loss or misplacement of the keys and card, I will pay the corresponding costs for the replacement of all functional keys and changing of locks as a security measure.

Article 4. It is not allowed to paste posters, nail, peg, or hang additional items to the decoration provided in the room. I will assume, if necessary, the costs for any damages or repairs.

Article 5. The **LESSOR** will not cover damages caused by low or high voltage or changes in the frequency of the electrical supply that may affect the **LESSEE's** appliances.

The **LESSOR** is not responsible when there are service interruptions or maintenance by public service providers such as water, electricity, gas, or internet without prior notice.

In the room, I am not allowed to use heaters, microwave ovens, coffee makers, sandwich makers, air fryers, rice cookers, electric or gas stoves, electric heaters, electric blankets, sewing machines, or charge electric skateboards. The use and entry of candles, incense, scented or electric candles, flammable items, or any other electrical appliances that increase power consumption or pose a risk to the property are not allowed.

The **LESSEE** must disconnect permitted electronic devices and electrical appliances when not in use or when not in the room, and must turn off the lights when leaving. The **LESSOR** will also not be responsible for losses and/or damages to the **LESSEE's** property caused by third parties.

Article 6. The room is for residential use only.

The **LESSEE** may not assign the lease, change rooms, or transfer the room to another person without the **LESSOR's** authorization.

Under no circumstances is it allowed to sleep in a room other than the one assigned in the lease contract, nor to enter a different room after 10:00 PM.

Article 7. The **LESSEE** may have visitors or guests until 8:00 PM.

They must always inform in advance and request authorization from the **LESSOR** if any visitor intends to stay after 8:00 PM.

FOR NIGHTTIME VISITORS: (8:00 PM to 8:00 AM) any visitor remaining in the property or that they arrive after 8:00 PM, there is an additional cost of fifty thousand pesos (\$50,000) per person.

The **LESSEE** must inform in advance and request authorization from the **LESSOR** if any visitor intends to stay after 8:00 PM.

FOR FAMILY VISITORS: as the **LESSEE**, you may accommodate your parents and siblings who come to visit, and the family member will pay thirty thousand pesos (\$30,000) per day (24 hours).

Article 8. Entry to the house will be through the use of keys and an entry chip. After 10:00 PM, if I enter or exit, I must lock the door with double keys and use the entry chip on the electronic door. This basic security rule benefits all tenants.

When ordering a delivery, I must consider the time it takes to arrive so as not to exceed quiet hours. I should be ready to receive the delivery and check before opening the door.

The use of common areas for all tenants is until 10:00 PM every day.

Tenants' rest is a right that must be respected by all. Noise is not allowed in the rooms or in the hallways or common areas after 10:00 PM.

Article 9. The laundry service is available at an additional cost of four thousand five hundred pesos (\$4,500) per pound. A minimum of two pounds should be washed since the laundry is sent to an external laundry service. The clothes should be suitable for washing and drying in a conventional washer and dryer.

The clothes will be returned folded but not ironed. Clothing will not be pre-treated for stains or discoloration, and the **LESSOR** will not be responsible for damage, stains, discoloration of other garments, deterioration, or loss of clothing.

(In the laundry service, washing of clothing that bleeds, blouses, delicate clothing, coats, wool clothing, shoes, sneakers, and women's underwear is not included).

If the **LESSEE** has not contracted the laundry service, they must hire an external laundry service.

Washing clothes inside the room or hanging them in the bathroom, in the room, or on the cords reserved for the use of those who have included the laundry service is not allowed.

Only underwear can be washed in the bathroom.

Please do not hang towels or clothes on the railings outside the room.

Article 10. To perform the weekly cleaning of the room, the **LESSEE** must always allow the entry of the person responsible for cleaning at the scheduled date and time, understanding that the service provided is for cleaning, and the organization of the room is the responsibility of the **LESSEE**.

If the person responsible for cleaning finds food, decomposing food, or items with a bad odor in the room, they are authorized to dispose of them without prior consent.

To preserve the real estate, the **LESSEE** will periodically check the condition of the room.

They will also assist by taking out the trash generated in the room, if possible, on a daily basis, and deposit it in the recycling and waste bins located in the dining areas.

BED LINENS: The **LESSOR** provides the bed with a protector, sheets, a blanket, and a bedspread. The change and washing of sheets are done every 15 days at the expense of the **LESSOR**.

If the **LESSEE** stains, burns, or damages any of the bed linens, the replacement cost will be charged.

If the **LESSEE** wants the blanket to be washed, there is an additional cost of twenty thousand pesos (\$20,000), and the bedspread's washing costs thirty thousand pesos (\$30,000).

If the **LESSEE** wants to bring their own bed linens, they can do so, but there is an additional cost for washing.

Article 11. The **LESSEE** will be provided with a small locker in the dining area to store non-perishable food and items to maintain proper hygiene and sanitation in the room.

It is not allowed to take kitchen items to the rooms or other areas of the house besides the dining area or store food or leftovers there.

The kitchen can be used to prepare meals, but it must always be left in perfect order and cleanliness, including washing dishes and other items used. Additionally, drying and storing the dishes in the same place they were found is required.

The kitchen, dining area, and other social areas are to be used until **10:00 PM** every day.

The kitchen and dining area are considered exclusive areas for the **LESSEE**. Visitors are not allowed to use these spaces.

Leaving prepared food in pots, pans, and dishes in the kitchen or on the countertops is not allowed. These foods or waste will be thrown away without prior notice or consent.

Do not leave food waste on the sinks; it must be disposed of in the trash bin.
Always leave the dish rack clean.

Article 12. Conduct that disturbs the order of the house is strictly prohibited. Therefore, I must avoid shouting, making loud noises, causing disturbances, playing music at a high volume, or slamming doors.

Using the kitchen very early in the morning or late at night (hours when others are resting) is discouraged. Making noise or playing loud music in the

kitchen or common areas is not allowed. It is recommended to use headphones.

Consumption of alcoholic beverages, smoking cigarettes, consuming hallucinogens (psychoactive drugs), or narcotics is not allowed inside or outside the residence, as well as hosting parties, carrying firearms, knives, explosives, or any other activity that may disrupt the peace and coexistence of the house, tenants, and neighboring residents.

If the **LESSEE** is under the influence of alcohol or drugs and enters the house, disturbing the peace of others, at the discretion of the **LESSOR**, they may receive a notification or face expulsion, leading to the termination of the lease contract without prior notice. This does not exempt the **LESSEE** from paying their contractual obligations, which will remain in effect until the contract's expiration date.

Parties, loud music, voices, instruments, sound equipment, speakers, or other devices that disturb the peace of other tenants are not allowed.

Article 13. In order to promote adequate rest and a peaceful environment, "quiet hours" have been established in the house from 10:00 PM to 6:00 AM every day, which I commit to abide by.

Article 14. No pets are allowed within the residence.

Article 15. All guests are obliged to adhere to and comply with the rules in this manual. Failure by a guest to comply will make the **LESSEE** directly responsible, including covering any costs and consequences such non-compliance may entail, whether it be damages, losses, theft, etc. The **LESSOR** reserves the right to refuse admission to both tenants and visitors.

Article 16. The **LESSOR** is not responsible for losses and/or damages to the belongings, jewelry, money, or valuable items belonging to the tenants and/or visitors due to loss, theft, self-theft, fires, personal damage, internal or external damage, assaults, takeovers, flooding, humidity, voltage drops, or other unforeseen cases or acts of force majeure beyond the control of the **LESSOR**.

Healthcare expenses must be covered by the **LESSEE** through their mandatory health plan, health insurance, or student insurance.

In case of illness or hospitalization, the **LESSEE** must inform their family or guarantor of their health condition.

Article 17. The **LESSOR** considers it a serious offense to engage in any behavior that endangers other tenants' lives, integrity, honor, dignity, property, disrespects, enters, supplies, sells, or markets alcoholic beverages or hallucinogenic drugs, or narcotics both inside and outside the residence, spreads rumors, slanders, or incites rebellion against the **LESSOR**, or fails to comply with communicated decisions.

The **LESSOR** is not responsible in any case for transactions, loans, business deals, exchanges, agreements, or barter made by tenants among themselves.

In addition to the rules contained in this coexistence manual, the **LESSOR** may establish or modify new rules or guidelines that the **LESSEE** must comply with, which will be communicated through general or individual notices.

Article 18. The residence is equipped with a security system with video cameras in all common areas and the exterior of the house, which allows monitoring and recording by the **LESSOR**.

The **LESSEE** must allow entry to the cleaning and maintenance personnel or, in case of emergencies.

The **LESSOR** may appoint a trusted administrator to perform their functions within the residence when they must be absent for personal reasons, without notice to or consent from the tenants, and the administrator will have the same authority as the **LESSOR**.

In acknowledgment of my commitment, I certify that I have read and accepted the above.

For this, I sign:

LESSOR

Signature: _____

Name:

C.C.

LESSEE

Signature: _____

Name:

C.C.

"WATER AND ENERGY ARE VITAL RESOURCES; WE MUST CONSERVE THEM."