



GENERAL BUILDING RULES FOR CONSTRUCTION:

The following are Welltower's General Rules and Regulations for Construction Projects. Additional rules and regulations may apply for particular buildings. Welltower reserves the right to add or modify rules as needed at anytime during the project in the best interest of our tenants, neighbors, or the protection of the building. The Property Management office **MUST** approve any deviations from these guidelines:

BUILDING SYSTEMS: Contractors must advise the Property Management office when they will be "tying into" existing building systems 24 HOURS PRIOR to the work needing to commence. These "tie-ins" **must** be made so as not to void any equipment warranties. This includes, but is not limited to, the HVAC system, fire sprinkler, fire alarm, and water supply. The base building system responsibility ends at the wall to the hallway; however, contractors must tie in their mechanical system to the building system front end using authorized certified personnel. Property management personnel will provide access to the necessary utility and electrical rooms. **Cover all smoke detectors in all areas potentially affected by the work.**

FLOOR PROTECTION: Contractors are required to protect all floors from the entranceway to the work area using Carpet Mask and Masonite, especially in the first floor lobby.

ENTRY DOOR: All entry of construction employees, delivery of material, and disposal of debris must be through the door that causes the least disturbance to building users or the front entry door before 5:00 AM and after 5:00 PM. All contractors are responsible for floor and wall protection in the lobby and suite. In addition, the doors shall not be propped open for any extended period of time.

SECURITY: No compromise of building security will be allowed such as taping/blocking door latches or disengaging magnetic locks.

PARKING: All parking of construction vehicles, including private cars for construction employees and delivery vehicles shall be the furthest parking spaces available from the building entry and usually in the rear. Deliveries may be made at the front door when necessary. The delivery vehicle may not sit idle and must be moved immediately upon completion of the delivery.

CLEANINESS: All of Welltower's buildings are non-smoking. Since there are very sensitive procedures being conducted in the building, the contractor **must** prevent excessive dust and other particles from entering the HVAC system. Also, since there may be very sensitive equipment in use in the building, vibrations of any kind **must** be minimized. Contractors are expected to keep their work area reasonably clean and no construction debris may be stored in hallways or where it may endanger building personnel and create a liability.

ELEVATORS: Elevator use is acceptable for construction employees and all deliveries. Deliveries are to be done before 5:00 AM and after 5:00 PM without any disruption to the tenants and visitors to the building. It is the contractor's responsibility to protect the elevator from damage that may result from work being performed. Elevator protection may be available from the owner upon request.

HOURS OF OPERATION: All disruptive, noisy, or odorous work will need to be performed after 5:00 PM and scheduled through the Property Management office. Existing tenants are legally entitled to quiet enjoyment of their space. Radios are not permitted in any areas of the building under construction. Contractors are expected to conduct themselves in a professional manner. The use of loud or obscene language will not be tolerated. **Property management personnel reserve the right to halt all work in progress that is disruptive to existing tenants and reschedule the work where necessary.**

GARBAGE REMOVAL: Construction debris can be removed through the front door but only before 5:00 AM and after 5:00 PM. All debris is to be disposed of in the disposal containers provided by the contractor at their cost. Disposal containers need to be located in an inconspicuous area, preferably in the rear of the building, or near existing dumpsters unless permission is granted otherwise.

CONTRACTOR ACKNOWLEDGEMENT:

I acknowledge that I have reviewed and agree to comply with Welltower, Inc.'s General Rules and Regulations for Construction Projects. Please return a completed copy of this form to the property manager before work commences.

COMPANY NAME:	_____	PROJECT NAME:	_____
SIGNATURE:	_____	DATE:	_____
PRINTED NAME:	_____	TITLE:	_____