

RULES AND REGULATIONS

The sidewalks, lobbies, passages, elevators and stairways shall not be obstructed by Tenant and used by Tenant for any purposes other than ingress and egress from and to Tenant's offices. Landlord shall in all cases retain the right to control or prevent access thereto by any person whose presence, in Landlord's judgment, would be prejudicial to the safety, peace, character or reputation of the Building or of any tenant of the Property. No Tenant shall permit the visit to the Demised Premises of persons in such numbers or under such conditions as to interfere with the use and enjoyment by other tenants of the entrances, corridors, elevators and other public portions or facilities of the Building.

Tenant shall not use the toilet rooms, water closets, sinks, faucets, plumbing and other service apparatus of any kind for any purpose other than those for which they were installed. Tenant shall not use restrooms or drinking fountains for washing dishes. No sweepings, rubbish, rags, ashes, chemicals or other refuse or injurious substances shall be intentionally placed in restrooms or used in connection therewith by Tenant, or left by Tenant in the lobbies, passages, or stairways of the Building.

No skylight, window, door or transom of the Building shall be covered or obstructed by Tenant, and no window shade, blind, curtain, screen, storm window, awning or other material shall be installed or placed on any window or in any window space, except as approved in writing by Landlord. If Landlord has installed or hereafter installs any shade, blind or curtain in the Demised Premises, Tenant shall not remove it without first obtaining Landlord's written approval thereto. Tenant shall have the right to install Building standard window blinds/systems in the Demised Premises.

No sign, lettering, insignia, advertisement, notice or other thing shall be inscribed, painted, installed, erected or placed in any portion of the Demised Premises which may be seen from outside the Demised Premises, or on any window, window space or other part of the exterior or interior of the Building, unless first approved in writing by Landlord. In the event that Tenant violates the foregoing, Landlord may remove such unapproved sign(s) without liability, and may charge the expense incurred by such removal to Tenant. Names on suite entrances shall be provided by and only by Landlord in accordance with the Lease, using in each instance lettering of a design and in a form consistent with the other lettering in the Building, and first approved in writing by Landlord. Other than as specifically provided in the Lease, Tenant shall/will not erect any stand, booth or showcase or other article or matter in or upon the Demised Premises and/or the Building without first obtaining Landlord's written approval thereto.

Other than as specifically provided in the Lease, Tenant shall not place any additional lock, security devices, or graphics upon any door or wall within or outside the Demised Premises or elsewhere upon the Property without Landlord's approval, and shall surrender all keys for all such locks at the end of the Term. All locks that are approved by Landlord shall be coordinated with the Building's keying system. Landlord shall provide Tenant with one set of keys to the Demised Premises when Tenant assumes possession thereof.

Subject to Section 8.01 of the Lease, Tenant shall not do or permit to be done anything which unreasonably obstructs or interferes with the rights of any other tenant of the Property. Tenant shall not keep anywhere within the Property any matter having an offensive odor, or any kerosene, gasoline, benzine, camphene, fuel or other explosive or highly flammable material. No bicycles, pets or other animals (with the exception of dogs registered to provide assistance to visually impaired or disabled individuals) shall be kept in or about the Demised Premises or brought into the Building at any time.

So that the Demised Premises may be kept in a good state of preservation and cleanliness, Tenant shall, while in the possession of the Demised Premises, permit only Landlord's employees and contractors to clean the Demised Premises unless prior thereto Landlord otherwise consents in writing. Tenant shall make reasonable efforts to see each day that the doors are securely locked before leaving the Demised Premises, and that all lights and standard office equipment within the Demised Premises (including personal computers and printers not in use) are turned off.

Other than as approved by Landlord as part of the initial improvements to the Demised Premises, if Tenant desires to install signaling, telegraphic, telephonic, protective alarm or other wires, apparatus or devices within the Demised Premises, Landlord shall approve where and how they are to be installed and, except as so directed, no installation, boring or cutting shall be permitted. Landlord shall have the right (a) to prevent or interrupt the transmission of unreasonably excessive, dangerous current of electricity or otherwise into or through the Building or the Demised Premises, (b) to require the changing of wiring connections or layout, at Tenant's expense, to the extent that Landlord may reasonably deem necessary to comply with current electrical codes except with respect to initial installation, (c) to require compliance with such reasonable rules as Landlord may establish relating thereto, and (d) in the event of noncompliance with such requirements or rules, upon prior written notice and failure to cure (except in event of emergency) immediately to cut wiring to do whatever else it considers necessary to remove the danger, annoyance or electrical interference with apparatus in any part of the Building. Each wire installed by Tenant must be clearly tagged at each distributing board and junction box and elsewhere where required by Landlord, with the number of the office to such wire leads and the purpose for which it is used, together with the name of Tenant or other concern, if any, operating or using it.

No furniture or large equipment may be received in the Building, except during such hours as are designated for such purpose by Landlord, and only after Tenant gives five (5) days notice thereof to Landlord. Landlord shall have the exclusive right to prescribe the method and manner in which any of the same is brought into or taken out of the Building, and the right to exclude from the Building any heavy furniture, safe or other article which in Landlord's opinion may create a hazard and/or to require it to be located at a designated place in the Demised Premises. Tenant shall not place any weight anywhere beyond the safe carrying capacity of the Building. The cost of repairing any damage to the Building or any other part of the Property caused by taking any of the same in or out of the Demised Premises, or any damage caused while it is in the Demised Premises or the rest of the Building, shall be borne by Tenant as Additional Rent.

Without Landlord's prior written consent, (a) no connection shall be made to any electrical wire (excluding plugging into an existing outlet) for running any fan, motor or other apparatus, device or equipment, (b) no large machinery of any kind, other than customary small business machinery and network equipment with an Internet service provider, shall be allowed in the Demised Premises, and (c) no mechanic shall be allowed to work in areas that may affect the base building systems in or about the Building, other than one employed by Landlord.

Landlord shall in no event be responsible for admitting or excluding any person from the Demised Premises. In case of invasion, hostile attack, insurrection, mob violence, riot, public excitement or other commotion, explosion, fire or any casualty, Landlord shall have the right to bar or limit access to the Building to protect the safety of occupants of the Building, and/or any property within the Building.

The use of any room within the Building as sleeping quarters is strictly prohibited at all times.

No cooking shall be done or permitted by any tenant on the Premises, except that the preparation of coffee, tea, hot chocolate and similar items (including those suitable for microwave heating) shall be permitted.

The use or storage of alcohol, narcotics and/or controlled substances are strictly prohibited on site.

Tenant shall keep the windows and doors of the Demised Premises (including those opening on corridors and all doors between rooms entitled to receive HVAC service and rooms not entitled to receive such service), closed while the HVAC system is operating, in order to minimize the energy used, and to conserve the effectiveness of, such system. Tenant shall comply with all reasonable Rules and Regulations from time to time promulgated by Landlord with respect to such system or their use.

Shower and locker facilities are provided on the B level for use by tenants and tenants' employees. Lockers are for daily use only. Any locks left on, or contents left in lockers overnight are subject to removal and disposal.

Canvassing, soliciting and peddling in the Building are prohibited. Tenant shall cooperate to prevent the same.

All Tenant deliveries that require a hand truck or any other conveying equipment shall be brought into the Building via the loading dock and freight elevator. No deliveries (other than courier and other small deliveries brought in by hand) shall be permitted through the main lobby. Any hand trucks used in the Building must be equipped with rubber tires.

Tenant shall be responsible for cleaning and maintenance of all suite finishes which are non-standard, such as kitchens, private bathrooms, wallpaper, marble, wood flooring, special lights, etc. Should the need for repairs or maintenance arise, Landlord can arrange for the work to be done at Tenant's expense. Landlord shall furnish and install light bulbs for the building standard fluorescent and incandescent fixtures only. Bulbs for special fixtures shall be installed at Tenant's expense.

Landlord shall enforce the Rules and Regulations substantially as described herein in a non-discriminatory manner as applied to all tenants in the Building. Nothing in these Rules and Regulations shall give Tenant any right or claim against Landlord or any other person if Landlord does not enforce any of them against any other tenant or person (whether or not Landlord has the right to enforce them against such tenant or person), and no such nonenforcement with respect to any tenant shall constitute a waiver of the right to enforce them as to Tenant or any other tenant or person.

Landlord shall as prescribed in the Lease have the right upon prior written notice to Tenant, to rescind, suspend or modify the Rules and Regulations and to promulgate such other Rules or Regulations as, in Landlord's reasonable judgment, are from time to time needed for the safety, care, maintenance, operation and cleanliness of the Building, or for the preservation of good order therein. Upon Tenant's having been given written notice of the taking of any such action, the Rules and Regulations as so rescinded, suspended, modified, or promulgated shall have the same force and effect as if in effect at the time at which Tenant's Lease was entered into (except that nothing in the Rules and Regulations shall be deemed in any way to alter or impair any provisions of such lease).