

ANIMAL GUIDELINES

These Animal Guidelines are meant to ensure that the Presidio's resources are preserved while pets, service animals and emotional support animals receive responsible care. Permission to keep an animal is granted in the sole and absolute discretion of the Presidio Trust ("**Trust**") and is subject to the strict adherence by the occupants of the residence (collectively, "**Occupant**") to all aspects of applicable law, the Occupant's residential agreement (whether lease, permit, occupancy agreement or contract, "**Lease**"), and these Animal Guidelines (as the Trust may amend from time to time in its discretion).

These guidelines apply to all pets and will be strictly enforced.

1. An Occupant who wishes to keep an animal must first obtain the Trust's approval and execute an applicable agreement with the Trust.
2. Only a common household animal is permitted, (e.g., a dog, cat, fish, bird, a small reptile such as a lizard or snake, or a small rodent such as a guinea pig or hamster). No household will be allowed to keep more than **one** animal.
3. When deciding whether to approve an Occupant's request to keep an animal, the Trust may take into account, without limitation, natural resource issues, the animal's temperament, and the arrangements the Occupant has made for training and exercising the animal. The Trust may prohibit certain dogs.
4. The animal must be on-leash in all outdoor areas of the Presidio, including any exterior space that may be associated with the Occupant's residence. The animal must be under the Occupant's control at all times. The animal must not be left outdoors. A small reptile or rodent must be kept in enclosed and contained environments, such as an appropriate cage or terrarium.
5. The Occupant is responsible for keeping all areas where the animal is housed clean, safe and free of parasites, including fleas. A dog owner must pick up and dispose of all dog waste in a sanitary manner. A cat owner, as well as the owner of a reptile or rodent, must place all litter and wastes in sealed plastic bags and dispose of the bags in a garbage container.
6. A dog or cat must have a current vaccination record and be spayed or neutered, unless a veterinarian certifies that health problems prevent the dog or cat from being spayed or neutered. The animal must also be maintained in accordance with all applicable law. A dog or cat must wear at all times a tag identifying the animal's name and the owner's name, telephone number and address.
7. No animal may be left alone in a residence for a period greater than that which is appropriate, considering the needs of the individual animal. If the Trust has cause to believe an animal is alone in a residence and either the animal is creating a disturbance or any other emergency situation appears to exist with respect to that animal, the Trust will attempt to contact the Occupant, if practicable under the circumstances, to remedy the situation. If the Trust is

unable to contact the Occupant within a reasonable period or if contact is not practicable under the circumstances, the Trust or the Trust's agents may enter the residence and make any necessary arrangements for the animal's care, including removing the animal and placing it in temporary care, such as a boarding kennel. The Occupant shall reimburse the Trust for any costs incurred related to such arrangements.

8. The Occupant is responsible for ensuring that the animal does not disturb other residents, tenants, neighbors or visitors to the Presidio. If an animal is determined by the Trust to be disturbing others or damaging the built or natural environment, the Occupant must remedy the situation immediately. An Occupant who fails to do so may receive a notice from the Trust requiring the Occupant to remedy the situation, up to and including removing the animal from the Presidio. If the Occupant fails to remedy the situation, the Occupant will be in violation of the Lease and may be required to vacate the residence.
9. The Occupant shall inform the Trust's Work Order Desk that an animal is in the residence whenever the Occupant notifies the Work Order Desk that work is required in the residence. *Trust employees, agents or contractors will not perform such desired work unless an adult is present with the animal in the residence at the time such work is performed.*
10. An Occupant who wishes to keep a pet must pay a \$500.00 pet deposit. The Occupant is responsible for and must immediately pay for all damages or injuries caused by the animal. If the cost of repairing any damages or injuries caused by the pet exceeds the pet deposit, the Trust shall be entitled to, but not required to, use funds from the Occupant's security deposit to cover the excess. If the Trust uses all or any portion of the pet deposit or security deposit to cover any pet-related damages or expenses incurred by the Trust during the Occupant's residency, the Occupant must immediately restore the deposits to their full, original amounts.
11. An Occupant who wishes to keep a service or similar animal is not required to pay a deposit. The Occupant is responsible for and must immediately pay for all damages or injuries caused by the animal. The Trust shall be entitled to, but not required to, use funds from the Occupant's security deposit to cover the cost to repair any damage caused by the animal. If the Trust uses all or any portion of the security deposit to cover any animal-related damages or expenses incurred by the Trust during the Occupant's residency, the Occupant must immediately restore the deposit to its full, original amount.
12. The Occupant shall be responsible for cleaning and deodorizing the residence in order to protect future residents from possible health hazards or unsavory smells or conditions, regardless of the amount of time the animal occupied the residence. After the Occupant vacates the residence, the Trust will de-flea the residence, if necessary. The cost to de-flea the unit will be deducted from the Occupant's pet deposit or security deposit, as applicable.
13. If the Trust determines that the animal has caused no damage and it is not necessary to de-flea the residence after the Occupant vacates the residence or permanently relocates the animal, then the Trust shall refund the pet deposit if a pet deposit was paid. The refund of the pet deposit will be administered in the same manner and time frame as set forth in the Lease regarding security deposits.

14. Each occupant of a household is jointly and severally liable for damages and all other obligations set forth herein – even if such occupant does not own the animal. The Occupant is responsible for ensuring that its guests abide by these Animal Guidelines.