

EXHIBIT "D"

BUILDING RULES AND REGULATIONS

1. Tenant will refer all contractors, contractor's representatives and installation technicians, rendering any service on or to the Premises for Tenant, to Landlord for Landlord's approval and supervision before performance of any contractual service. This provision shall apply to all work performed in the Building including installations of telephones, telegraph equipment, electrical devices and attachments and installations of any nature affecting floors, walls, woodwork, trim, windows, ceilings, equipment or any other physical portion of the Building.
2. No Tenant shall at any time occupy any part of the Building as sleeping or lodging quarters.
3. Tenant shall not place, install or operate in the Premises or in any part of the Building, any engine, stove or machinery or conduct mechanical operations or cook thereon or therein, or place or use in or about the Premises any explosives, gasoline, kerosene, oil, acids, caustics or any other flammable, explosive or hazardous material without prior written consent of Landlord.
4. Landlord will not be responsible for lost or stolen personal property, equipment, money or jewelry from the Premises or public rooms regardless of whether such loss occurs when the Premises is locked against entry or not.
5. No birds, fowl or animals shall be brought into or kept in or about the Building, except service animals.
6. None of the entries, passages, doors, hallways or stairways shall be blocked or obstructed or any rubbish, litter, trash or material of any nature placed, emptied or thrown into these areas, or such areas be used at any time except for ingress or egress by Tenant, Tenant's agents, employees or invitees.
7. The water closets and other water fixtures shall not be used for any purpose other than those for which they were constructed and any damage resulting to them from misuse, or the defacing or injury of any part of the Building shall be borne by the person who shall occasion it. No person shall waste water by interfering with the faucets or otherwise.
8. No person shall disturb the occupants of the Building by the use of any musical instruments, the making of unseemly noises, the emission of odors or other unreasonable use.
9. Nothing shall be thrown out of the windows of the Building, or down the stairways or other passages.
10. Tenant shall not store any materials, equipment, products, etc. outside the Premises.
11. Tenant shall not erect any sign or other insignia upon any part of the Building or other portion of the Premises without the prior written consent of Landlord.
12. Tenant shall comply with all local and federal codes and ordinances. In the event of fire or code problems, Tenant shall comply with said requirements.
13. Intentionally omitted.
14. Landlord shall provide for trash pick-up and removal. The cost for this service is billed back as a Common Area Cost.
15. Tenant agrees not to abuse the parking rights as provided by the Building. Additionally, the parking of cars of Tenant's personnel will not unreasonably interfere with the operation of the other tenants in this Building.
16. The Landlord reserves the right to rescind any of these rules and make such other and further rules and regulations as in the judgment of Landlord shall from time to time be needed for the safety, protection, care and cleanliness of the Building, the operation thereof, the preservation of good order therein, and the protection and comfort of its tenants, their agents, employees and invitees, which rules when made and notice thereof given to a Tenant shall be binding upon Tenant in like manner as if originally herein prescribed. In the event of any conflict, inconsistency, or other difference between the terms and provisions of these Rules and Regulations, as now or hereafter in effect and the terms and provisions of any lease now or hereafter in effect between Landlord and any tenant in the Building, Landlord shall have the sole option to rely either on the terms or provision in such lease or such Rules and Regulations.