



## RULES AND REGULATIONS

### Exhibit F

Updated as of 9/28/2023

- 1) No sign, placard, picture, advertisement, name or notice shall be installed or displayed on any part of the outside or inside of the Building or the Land without the prior written consent of Landlord. Landlord shall have the right to remove, at Tenant's expense and without notice, any sign installed or displayed in violation of this rule. All approved signs or lettering on doors and walls shall be printed, painted, affixed or inscribed at the expense of Tenant by a person chosen by Landlord.
- 2) If Landlord objects in writing to any curtains, blinds, shades, screens or hanging plants or other similar objects attached to or used in connection with any window or door of the Premises, Tenant shall immediately discontinue such use. No awning shall be permitted on any part of the Premises. Tenant shall not place anything against or near glass partitions or doors or windows which may appear unsightly from outside the Premises.
- 3) Tenant shall not obstruct any sidewalk, halls, passages, exits, entrances, elevators, escalators or stairways of the building. The halls, passages, exits, entrances, elevators, escalators and stairways are not open to the general public. Landlord shall in all cases retain the right to control and prevent access to such areas of all persons whose presence in the judgment of Landlord would be prejudicial to the safety, character, reputation and interest of the Land, the Building and the Building's tenants; provided that, nothing contained in this Lease shall be construed to prevent such access to persons with whom any Tenant normally deals in the ordinary course of its business, unless such persons are engaged in illegal activities. Tenant shall not go upon the roof of the building.
- 4) The directory of the building will be provided exclusively for the display of the name and location of tenants only, and Landlord reserves the right to exclude any other names therefrom.
- 5) All cleaning and janitorial services for the Building and the Premises shall be provided exclusively through Landlord, and except with the written consent of Landlord, no person or persons other than those approved by Landlord shall be employed by Tenant or permitted to enter the Building for the purpose of cleaning the same. Cleaning and janitorial services shall be provided five (5) days per week. Tenant shall not cause any unnecessary labor by carelessness or indifference to the good order and cleanliness of the Premises. Landlord shall not in any way be responsible to any Tenant for any loss of property on the Premises, however occurring, or for any damage to any of Tenant's property by the janitor, any of Landlord's Parties or any other person.
- 6) Landlord will furnish Tenant, free of charge, two (2) keys or keycards, if applicable, to each door lock in the Premises. Landlord may make a reasonable charge for any additional keys. Tenant shall not make or have made additional keys, and Tenant shall not alter any lock or install a new additional lock or bolt on any door of the Premises. Tenant, upon the termination of its tenancy, shall deliver to Landlord the keys or keycards of all doors that have been furnished to Tenant.
- 7) If Tenant requires Telecommunication Facilities, computer circuits, burglar alarm or similar services or other utility services, Tenant shall first obtain Landlord's written approval of the construction or installation of such services. Application for such services shall be made in accordance with the procedure prescribed by Landlord in paragraph 4.1 of the Lease.
- 8) No equipment, materials, furniture, packages, bulk supplies, merchandise or other property will be received in the Building or carried in the elevators except between such hours and in such elevators as may be designated by Landlord. The persons employed to move such equipment or materials in or out of the Building must be acceptable to Landlord.

- 9) Tenant shall not place a load upon any floor of the Premises that exceeds the load per square foot that such floor was designed to carry and that is allowed by Governmental Requirements. Landlord shall have the right to prescribe the weight, size and position of all equipment, materials, furniture or other property brought into the Building. Heavy objects shall, if considered necessary by Landlord, stand on such platforms as determined by Landlord to be necessary to properly distribute the weight. Business machines and mechanical equipment belonging to Tenant, which cause noise or vibration that may be transmitted to the structure of the Building or to any space in the Building or to any other tenant in the Building, shall be placed and maintained by Tenant, at Tenant's expense, on vibration eliminators or other devices sufficient to eliminate noise or vibration. The persons employed to move such equipment in or out of the Building must be acceptable to Landlord. Landlord will not be responsible for loss of, or damage to, any such equipment or other property from any cause, and all damage done to the Building by maintaining or moving such equipment or other property shall be repaired at the expense of Tenant.
- 10) Tenant shall not use or keep in the Premises any kerosene, gasoline or inflammable or combustible fluid or material other than those limited quantities permitted by the Lease. Tenant shall not use or permit to be used in the Premises any foul or noxious gas or substance or permit or allow the Premises to be occupied or used in a manner offensive or objectionable to Landlord or other occupants of the Building by reason of noise, odors or vibrations, nor shall Tenant bring into or keep in or about the Premises any birds or animals.
- 11) Tenant shall not use any method of heating or air-conditioning other than that supplied by Landlord.
- 12) Tenant shall not waste any utility provided by Landlord and agrees to cooperate fully with Landlord to assure the most effective operation of the Building's HVAC and to comply with any governmental energy-saving rules, laws or regulations of which Tenant has actual notice.
- 13) Landlord reserves the right, exercisable without notice and without liability to Tenant, to change the name and street address of the Building.
- 14) Landlord reserves the right to exclude from the Building between the hours of 6 p.m. and 7 a.m. the following day, or such other hours as may be established from time to time by Landlord, and on Sundays and legal holidays, any person unless that person is known to the person or employee in charge of the Building and has a pass or is properly identified. Tenant shall be responsible for all persons for whom it requests passes and shall be liable to Landlord for all acts of such persons. Landlord shall not be liable for damages for any error with regard to the admission to or exclusion from the Building of any person. Landlord reserves the right to prevent access to the Building in case of invasion, mob, riot, public excitement or other commotion by closing the doors or by other appropriate action.
- 15) Tenant shall close and lock the doors of the Premises and entirely shut off all water faucets or other water apparatus and electricity, gas or air outlets before Tenant and its employees leave the Premises. Tenant shall be responsible for any damage or injuries sustained by other tenants or occupants of the Building or by Landlord for noncompliance with this rule.
- 16) Tenant shall use any terrace areas included in the Premises in strict accordance with applicable law and ordinances of the City of Chicago and supplemental Rules and Regulations as Landlord may specify concerning the nature of articles of furniture or other personal property that can safely be maintained on such terraces (e.g., materials, weight, and requirements to anchor or secure to the structure), for the purpose of guarding against articles falling to the ground during weather events.
- 17) The toilet rooms, toilets, urinals, wash bowls and other apparatus shall not be used for any purpose other than that for which they were constructed and no foreign substance of any kind whatsoever shall be deposited in them. The expenses of any breakage, stoppage or damage resulting from the violation of this rule shall be borne by Tenant if it or its employees or invitees shall have caused such breakage, stoppage or damage.

- 18) Tenant shall not sell, or permit the sale at retail, of newspapers, magazines, periodicals, theater tickets or any other goods or merchandise to the general public in or on the Premises. Tenant shall not make any room-to-room solicitation of business from other tenants in the Building. Tenant shall not use the Premises for any business or activity other than that specifically provided for in the Lease.
- 19) Tenant shall not install any radio or television antenna, loudspeaker or other device on the roof or exterior walls of the Building. Tenant shall not interfere with radio or television broadcasting or reception from or in the Building or elsewhere. Other than the usual and customary cellular telephones, Tenant shall not install or utilize any wireless Telecommunication Facilities, including antenna and satellite receiver dishes within the Premises or on, in or about the Building without first obtaining Landlord's prior written consent, and Landlord at its option may require the entry of a supplemental agreement with respect to such construction or installation. Tenant shall comply with all instructions for installation and shall pay or shall cause to be paid the entire cost of such installations. Application for such facilities shall be made in the same manner and shall be subject to the same requirements as specified for Telecommunication Facilities in the paragraph of the Lease entitled "Utilities and Services." Supplemental rules and regulations may be promulgated by Landlord specifying the form of and information to be included with the application and establishing procedures, regulations and controls with respect to the installation and use of such wireless Telecommunication Facilities.
- 20) Tenant shall not mark, drive nails or screws or drill into the partitions, woodwork or plaster or in any way deface the Premises. Landlord reserves the right to direct electricians and other technicians as to where and how any wires are to be introduced to the Premises. Tenant shall not cut or bore holes for wires. Tenant shall not affix any floor covering to the floor of the Premises in any manner except as approved by Landlord in writing. Tenant shall repair any damage resulting from noncompliance with this rule.
- 21) Tenant shall not install, maintain or operate upon the Premises any vending machine without the written consent of Landlord.
- 22) Canvassing, soliciting and distribution of handbills or any other written material and peddling in the Building or the Land are prohibited, and Tenant shall cooperate to prevent the same.
- 23) Landlord reserves the right to exclude or expel from the Building and the Land any person who, in Landlord's judgment, is intoxicated, under the influence of liquor or drugs or in violation of any of these Rules and Regulations.
- 24) Tenant shall store all of its trash and garbage within the Premises. Tenant shall not place in any trash box or receptacle any material that cannot be disposed of in the ordinary and customary manner of trash and garbage disposal. All garbage and refuse disposal shall be made in accordance with directions issued from time to time by Landlord.
- 25) The Premises shall not be used for lodging or any improper or immoral or objectionable purpose. No cooking shall be done or permitted by Tenant, except that use by Tenant of Underwriters' Laboratory approved equipment for brewing coffee, tea, hot chocolate and similar beverages shall be permitted; provided that, such equipment and its use is in accordance with all Governmental Requirements.
- 26) Tenant shall not use in the Premises or in the public halls of the Building any hand truck except those equipped with rubber tires and side guards or such other material-handling equipment as Landlord may approve. Tenant shall not bring any other vehicles of any kind into the Building.
- 27) Tenant may transport bicycles only through the loading dock to the bicycle storage room on level 1 only and in no event shall Tenant use any elevators of the Building to transport any bicycles or take any bicycles through the main lobby of the Building. At Tenant's sole cost and expense, Tenant shall promptly repair any damage caused to the Building as a result of improper bicycle transportation to and from the Premises and shall be responsible for any janitorial expenses incurred by Landlord as a result of such usage. Landlord shall have no liability for any damage to any bicycles or contents thereof during transportation or storage. Landlord will institute controlled keycard access to

the bike storage room but Landlord assumes no liability as a bailee, and the storage of any bicycles in the storage room on level 1 shall be at the sole risk of Tenant. Tenant's indemnity obligations under the Lease shall fully apply with respect to any bicycles brought onto the Property or into the Building by Tenant and/or any of Tenant's Parties.

- 28) Without the prior written consent of Landlord, Tenant shall not use the name of the Building in connection with or in promoting or advertising the business of Tenant except as Tenant's address.
- 29) Tenant shall comply with all safety, fire protection and evacuation procedures and regulations established by Landlord or any Governmental Agency.
- 30) Tenant assumes any and all responsibility for protecting the Premises from theft, robbery and pilferage, which includes keeping doors locked and other means of entry to the Premises closed.
- 31) Tenant requests for services must be submitted to the Building office by an authorized individual. Employees of Landlord shall not perform any work or do anything outside of their regular duties unless under special instruction from Landlord, and no employee of Landlord will admit any person (Tenant or otherwise) to any office without specific instructions from Landlord.
- 32) Tenant shall not park its vehicles in any parking areas designated by Landlord as areas for parking by visitors to the Building or the Land. Tenant shall not leave vehicles in the parking areas overnight nor park any vehicles in the Building parking areas other than automobiles, motorcycles, motor driven or nonmotor driven bicycles or four-wheeled trucks.
- 33) **The Loading Dock is open for deliveries between 7:00A – 6:00P. Deliveries should be made on and through the dock. Deliveries off of the alley and/or blocking the Loading Dock and/or the 145 Parking Garage entrance are strictly prohibited. Should the delivery vehicle not fit on the Loading Dock without blocking any portion of the alley, parking on Wells Street without blocking the alley is acceptable at the driver's risk. Deliveries can then be made through the alley and into the Loading Dock.**
- 34) Tenant shall not permit any animals, other than service animals in compliance with applicable laws, to be brought or kept in or about the Premises or any common area of the Building.
- 35) Landlord may waive any one or more of these Rules and Regulations for the benefit of Tenant or any other tenant, but no such waiver by Landlord shall be construed as a waiver of such Rules and Regulations in favor of any other person, nor shall such waiver prevent Landlord from thereafter revoking such waiver and enforcing any such Rules and Regulations against any or all of the tenants of the Building.
- 36) These Rules and Regulations are in addition to and shall not be construed in any way to modify or amend, in whole or in part, the covenants and conditions of any lease of premises in the Building. If any provision of these Rules and Regulations conflicts with any provision of the Lease, the terms of the Lease shall prevail.
- 37) Landlord reserves the right to make such other and reasonable Rules and Regulations as, in its judgment, may from time to time be needed for safety and security, the care and cleanliness of the Building and the Land, the preservation of good order in the Building and the maintenance or enhancement of the value of the Building as a rental property. Tenant agrees to abide by all the Rules and Regulations stated in this exhibit and any additional rules and regulations that are so made by Landlord.
- 38) Tenant shall be responsible for the observance of all of the foregoing rules by Tenant and Tenant's Parties.