A summary of general policies pertaining to Hwy. 7 & 101 2020, LLC are listed below. Please contact your Property Manager directly with any questions or to discuss further.

Doors, Locks, & Door Hardware

Keeping the doors, door hardware, and locks in proper working order is Tenant's responsibility. In the event your door and/or door hardware is not working properly you will need to have it/them repaired. You can use a maintenance person of your choice, or you may call HJ Development directly to be provided with the name and number of the door manufacturer.

In the event the locks are not working, you will need to contact a locksmith. Please refer to the "re-keying" section for additional information, or contact HJ Development directly.

If you plan on using a lock box to allow contractors access to your space during the build-out process please use a lock box with rubber backing. This will prevent the paint from chipping or scratching off of the door frame.

Glass Breakage

Per your Lease Agreement, it is Tenant's responsibility to replace any broken or cracked glass within their space. Broken glass is a hazard and must be replaced immediately. HJ Development strongly recommends all Tenants obtain glass coverage and/or glass insurance as a protection against breakage. Tenants may use a glass repair company of their choice. However, keep in mind that if the broken glass was treated (i.e., tinted, spandrel glass, etc...) then the replacement glass must be treated as well.

HVAC Equipment

Each tenant is responsible for maintaining the HVAC equipment within their space and performing preventative maintenance on their unit(s). Please keep in mind however, that even with this service filters may need to be changed more frequently depending on the nature of your business.

Re-Keying Information

Tenants are free to use a locksmith of their choice when re-keying their space. Tenants are required to keep a *current* key in the fire-box located on site. When re-keying your space please ensure an extra copy is made for this purpose. To update the fire-box please contact the City Fire Marshal directly at 952-939-8332.

Snow Removal/Shoveling

Tenants are required to shovel the sidewalk in front of their space when snowfall is one-inch (1") or less. Sanding/salting the sidewalk area is allowed. However, to prevent long-term concrete damage, Tenants are asked to use a salt substitute that is safe for asphalt and concrete areas.