

EXHIBIT B

RULES AND REGULATIONS & Operation Policies

1. Sub lessee shall not place anything, or allow anything to be placed near the glass of any window, door, partition or wall, which may, in Jamila Salon Suites & Spa Inc. judgment, appear unsightly from common areas or from the outside of the Leased Premises.
2. Sub lessee shall not burn any candle or other open flames in the salon or suites. Due to fire hazard, our insurance policy does not allow candle burning.
3. Sub lessee shall only display and sell beauty products, services and supplies. Other products or services must be approved by Jamila Salon Suites & Spa Inc.
4. Sub Lessee must furnish his/her own liability insurance; own hours and service fees; Sub Lessee must furnish their own supplies and be responsible for his/her advertising.
5. Upon termination of Sublease, Sub lessee shall deliver to Jamila Salon Suites & Spa all keys and passes which shall have been furnished to Sub lessee.
6. Sub lessee shall maintain control of his/her employee, agents, invitees, customers, customers children, visitors or visitors' children. Children under 18 must be supervised by adult or otherwise receiving services on the Subleased Premises.
7. Sub lessee shall not have radios or televisions mounted on the walls without permission. Televisions must be properly mounted on the wall with the hardware required for the specific weight of the television. If using either, the volume shall be turned down to a level which in Jamila Salon Suites & Spa Inc. judgment, will not disturb others.
8. The sidewalks, halls, passages, exits, and entrances shall not be obstructed by Sub lessee for any purposes other than to ingress to or egress from the Premises. Sub lessee shall lend his/her full cooperation to keep such areas free from all obstruction and in a clean and slightly condition.
9. Sub lessee shall not cause any unnecessary janitorial labor or services by reason of Sub lessee's carelessness or indifference in the preservation of good order and cleanliness.
10. Sub lessee shall cause all doors to the Leased Premises to be closed and securely

locked and shall turn off all utilities, lights, and machines/equipment before leaving the Leased Premises at the end of the day.

11. Sub lessee shall cooperate fully with Jamila Salon Suites & Spa Inc. to assure the most effective operation of the Leased Premises or the heating and air-conditioning, and shall refrain from attempting to adjust any controls, other than room thermostats installed for Sub lessee's use.
12. No bicycles or other vehicles, no animals or pets shall be allowed on the premises, halls, freight docks, or any parts of the Building. Handicapped Service Pets are permitted with proper documentation and/or service attire.
13. Sub lessee shall not disturb the quiet enjoyment of any other tenants of Jamila Salon Suites & Spa Inc. Suite tenants should keep their doors closed, chair tenants should keep voices respectfully low.
14. No equipment, mechanical ventilators, awnings, special shades or other forms of window covering shall be permitted either inside or outside the windows of the Subleased Premises without the prior written consent of Jamila Salon Suites & Spa Inc. and then only at the expense and risk of Sub lessee, and they shall be of such shape, color, material, quality, design and make as may be approved by Jamila Salon Suites & Spa Inc.
15. Sublessee shall not do any painting in the Subleased Premises, or mark, point, cut or drill into, drive nails or screw into, or in any way deface any part of the Subleased Premises or Leased Premises, outside, without the prior written consent of Jamila Salon Suites & Spa Inc.
16. **Advertising:** Any Sub lessee/Associate advertisement or business card must include the name or logo establishment of Jamila Salon Suites & Spa Inc. This is a requirement of TDLR.
17. **Assistant:** All Assistants must be properly licensed by TDLR . All tenants employing an Assistant are solely responsible for the Assistant and must complete an Assistant employment form that will be kept on file in Salon management office.
18. **Children of Tenants:** Jamila Salon Suites & Spa Inc. is a professional Salon and place of business. Child care within the Salon by any tenant will be grounds for termination of the Sublease at Landlord's option.
19. **Dress Code:** The appearance of each tenant or employee or assistant of tenant is a reflection of Jamila Salon Suites & Spa Inc. as a whole. Professional attire and grooming are responsibilities of each Tenants' and good judgment should be

practiced at all times. Dress must comply with TDLR rule book.

20. **Electricity:** All appliances that use electricity (i.e. curling irons, steam rollers, sterilizers, etc.) shall be turned off when not in use or at close of business. Any damage that ensues to the property due to neglect in this area will be the responsibility of the tenant.
21. **Excessive Noise:** The salon provides music in common area of main salon, 2nd floor. Use of radios and televisions are permitted in totally enclosed suites only. Use of radios and TV's interfere with Salon's music system and are disruptive to other tenants. Tenants shall keep telephone ringers low or on vibrate.
22. **Hours:** Tenants can gain access to the salon building via access device from 8 am. to 8:30 pm. Monday through Saturday. The doors to the salon will be unlocked during the following days and hours:
Monday – Saturday: 8:00 am. - 8:30 pm.
Sunday: CLOSED

The Salon Management business office hours are as follows:
Tuesday – Saturday: 10:30 am. - 5:00 pm.
23. **Lighting:** Lightning is provided overhead. Any additional lighting must have prior approval by Salon management.
24. **Maintenance:** Salon cleanliness is to comply with all rules as set forth by **TDLR Rules and Regulation Handbook.** Each tenant is responsible for the cleanliness and maintenance of their individual suite or chair rental area, which includes floor maintenance; mopping, sweeping, cleaning inside of windows and shades, shampoo bowls and salon surfaces. The cleanliness of the suites and common areas during the business day is the responsibility of each tenant. Magazines are not to be stacked on the back of dryers because it blocks the air vents and can create a potential fire hazard. Tenants are to immediately report to Salon Manager any known defect, breakage, malfunction or damage to or in the Salon, equipment or fixtures to include maintenance problems such as leaking water pipes, clogged drains, malfunctioning or broken hair dryers and laundry machines. **Tenants should empty shampoo bowl hair traps on a regular basis to insure proper draining.**
25. **Moving Within The Jamila Salon Suites & Spa Inc:** There are occasions when an tenant may desire to move to and from one suite or another or chair rental to suite. There shall be a one time charge of \$125.00 for making this move. This charge covers the necessary paper work, required computer changes and signage change. This fee will be separate from the additional rent that may be charged due to a difference in suite size or location.

26. **Offensive Odors:** Tenants shall make every effort to mask chemical odors within their suites or salon common areas. To this end, tenants should try to use chemicals and/or materials that do not emit offensive odors. All salon nail suites shall keep doors shut and vent fans on when performing services for clients.
27. **Parking:** Parking by tenants shall be in designated parking areas. Designated parking areas are located in back of the building, back side of building and the back lot parking lot of the Ethan Allen Furniture (next door). **Parking in front of the building is prohibited for tenants, unless loading or unloading. Violators will be towed at their expense.**
28. **Personal and Professional Items In Common Areas:** Corridors, halls, doorways and similar areas shall be kept clear at all areas at all times by any tenant at any time, even temporarily (no exceptions).
29. **Personalizing of Salon Suite:** Tenant shall not make any changes or alterations to any portion of the salon suite without Landlord's prior written approval, which may be given on such conditions as Landlord may elect. If permission is granted for alteration, a deposit will be required. The paint deposit is \$125.00. Additional deposits may be required as determined by the Landlord. Tenants may personalize the suites with mirrors, wall hangings, posters, or pictures that conform to the professional image of Jamila Salon Suites & Spa Inc. **All wall mounted items shall be in frames.** No tape, glue, staples, etc. shall be used. Nothing may be attached to or propped against suite windows (no exceptions). Permanent fixtures applied to the suite by the tenant to walls and left by the tenant will become the property of the Landlord. If "fixture(s)" are removed by the tenant, the tenant will be responsible financially to return the suite to pre-lease condition.
30. **Pets:** Tenant shall not permit any pet of any nature on the Leased Premises, even temporarily. It is the tenant's responsibility to insure that their clients comply with this regulation. **Service dogs assisting the handicapped are permitted. See TDLR Cosmetology handbook.**
31. **Professionalism:** Tenants agree to conduct his or her business in a professional, ethical and business like manner. This professionalism should extend to all interactions with other tenants, customers and management.
32. **Refrigerators, Space Heaters and Microwave Ovens:** Use of Refrigerators, space heaters, and microwave ovens in individual suites are prohibited. A microwave oven is provided for tenants use in the break room area. Any exception will require written permission from Landlord.

32. **Retail Sales Within Salon Suites:** Retail sales of beauty products and hair piece goods may be made by Tenants within their salon suites or chair rental area. However, prior written approval from the Landlord will be required before a store of any type will be permitted to operate within a suite.
33. **Signs:** No signs, posters, advertisement, or notices shall be painted or affixed on any surface at any time, of an individual suite or chair rental area.
34. **Smoking:** No smoking will be permitted in the Salon Suite or common areas at anytime. Smoking is not allowed on the 2nd floor patio. **It is the Sub lessee's responsibility to ensure that their clients comply with this regulation.** Smoking is permitted outside the building only.
35. **Soliciting:** Soliciting is prohibited except by written approval of Landlord.
36. **Suite Locks:** One key will be provided to the Sub lessee by the Landlord. Replacement keys may be obtained from the Salon Manager. A fee for replacement key will be charged. There will be a \$25.00 charge if a lock replacement is required because of a lost key. Sub lessee shall not change the existing lock on the Suite or install additional locks upon the door.
37. **Towels:** Tenants are responsible for laundering their own towels. All used towels shall be kept in an enclosed container in the suite or chair station area. A coin operated laundry room is provided on the 2nd floor. **Do not leave laundry in the washer or dryer.**
38. **Trash:** A trash "dumpster" is provided outside the building premises. Trash bags are not allowed to sit in the hallways or fire escape exit areas at any time. trash must be kept in a closed container in the individual suites. **No hair clippings, shampoo bottles or boxes shall be placed in the common areas or in salon provided trash receptacles.**
38. **Walk-Ins:** Walk-in clientele will be assigned by the Salon Manager to an Operator, available at that time.
39. **Mail/Package Delivery:** Tenants must direct their personal business mail to their home residence. **Management will not be responsible for business mail and or packages delivered to individual tenants.** Tenants must make the necessary arrangements with the couriers for drop off of packages. Packages left outside tenants suite doors are left at your own risk. **Management will sign for deliveries only with prior approval.**
40. **Clients With Children:** Tenants are to inform their clients with children not to play with or on the property of the salon, i.e. salon hydraulic chairs, stations, hair dryers, furniture etc. Children are prohibited on the patio/balcony or

fire escape without parental supervision. **Tenants will be responsible for any damages to salon property committed by their client or client's children.**

41. **Salon Equipment Property:** Salon equipment available for community use shall be put back in its storage location after each use, example: booster chair for kids, etc.

***Note:** Whenever consent Jamila Salon Suites & Spa Inc. approval or satisfaction is required under these Rules and Regulations (Exhibit B), then unless otherwise stated, any such consent, approval or satisfaction must be obtained in advance, such consent or approval may be granted or withheld in Jamila Salon Suites & Spa Inc. sole discretion, and Jamila Salon Suites & Spa Inc. satisfaction shall be determined in its sole judgment.