



**Welcome
Home**

Kapi Residences
Cogswell Polytechnical College

Follow us @KapiResidences



Contact our San Jose team
Phone & WhatsApp: +1 (510) 919-0207
E-mail: bayarea@kapiresidences.com

Kapi Info & House Rules



Apartment Info

Resident Services

Hours: Monday – Friday: 10:00 AM – 6:00 PM

Saturday: 11:00 AM – 4:00 PM

Phone #: 510.919.0207

Office Address: 2001 Addison St. Berkeley, CA 94704



Kapi Residences

PW: Kapiresidences000

*Sometimes the name of the wifi will be a variation of this and/or have your apartment # at the end

Maintenance Requests

Non-Emergency: Visit your tenant portal at www.kapiresidences.com/tenant-portal

**Rent payments can be made on this portal as well

After Hours Emergency: Call 844.809.6667

For questions or information, email berkeley@kapiresidences.com

House Rules

Kitchen

- ▶ Please **wash all the dishes immediately** after using them and leave them ready for next person.
- ▶ If the trash can is full, please **remove and throw it into the trash container** outside the building.
- ▶ Please, **don't leave empty beverage bottles or food** containers on the kitchen countertop or dining table.

Bathroom

- ▶ **Make sure to clean the bathroom thoroughly** every time after using it.

Laundry

- ▶ Laundry rooms are **open 24 hours**
- ▶ If you don't know how to use them, please ask your roommates or call Kapi contact numbers to get instructions

Living room

- ▶ **Smoking is not permitted on the premises**
- ▶ Please try to keep it clean and tidy
- ▶ **Leave your shoes by the entrance door** or place them on the shoe rack.
- ▶ Please, **don't leave empty beverages bottles or food** containers in the living room.
- ▶ **Keep the TV volume down** during quiet hours (10pm-7am)
- ▶ **Do not move the furniture from your room** to the living room.
- ▶ Do not leave your clothes, socks, and etc. in the living room.
- ▶ **Make sure to turn off the A/C and lights** when leaving the apartment
- ▶ **Do not move any furniture to the patio**

****Respect Quiet Hours from 10pm - 8am**

Penalties & Fees

Guidelines for each housemate to keep in mind

Penalties

Smoking in the apartment/on balcony:	\$250/person/event
Noise complaints during quiet hours:	\$100/person/event \$200/person/event
Overnight guest:	
Use of unassigned bed(s):	\$200/person/event
Excessive littering:	\$100 (After 3 complaints from roommates, extra cleaning will be sent and resident will be charged)

Fees

Lock-out service:	\$200
Apartment key replacement:	\$75
Mailbox key replacement:	\$25
Amenities key replacement:	\$50
Fob replacement (Access Chip):	\$100
Garage remote replacement:	\$100
Parking permit replacement:	\$100

Move-in Checklist

Please submit this checklist 72 hours after move-in day.

Click [HERE](#) to fill out the
Kapi Move-In form!



"A smile is the universal welcome."
- Karen Patel



Emergency Contact

Please submit your emergency contact form within 72 hours of your apartment move-in. If there is a need to contact a parent or guardian, we will use this.

Click [HERE](#) to fill out the Emergency Contact form!



Remember, we all stumble, every one of us.
That's why it's a comfort to go hand in hand.

- Emily Kimbrough

Essential Spots Nearby

Airports, emergency rooms, bus stops, ATMs, and more found at the link below.



Click [HERE](#) for the interactive Kapi San Jose Map!



Activity Guide Near You

Your guide for things to do in town!



Click [HERE](#) for directions to important spots near you!

Get directions to hotspots, restaurants, concert venues, and more near you!