

# Lease Guidelines

## Our Responsibilities

We, as the Lessors, promise to provide a nice well built home, in good condition, with safe working mechanical systems for the full term of the lease agreement.

You, as the Lessee, promise to treat the property with care by maintaining its good condition and paying your rent on time for the full term of the agreement. Most of our tenants are excellent and pay their leases as agreed, maintain their homes and keep the property neat and clean. However, over the years we have seen some unbelievable damage and filthy, unsanitary conditions that have cost us many thousands of dollars. In order to greatly reduce or eliminate these costs in the future, we now require that all tenants read and accept the terms of this policy, so that all tenants have a clear understanding of both our responsibilities and theirs.

## Useful Life

- Interior and exterior paint should last 7-10 years. Handprints, scratches, scuffs, smoking stains or discoloration, other stains, marks caused by pens, markers, crayons etc. – anything above and beyond normal wear and tear - are all considered your responsibility. Any damage caused to your home by yourself or others is your responsibility and you must pay for repainting.
- Carpet should last 10 years +. If stained or damaged and it is less than 10 years old, then you are responsible for the cleaning and/or replacement cost of new carpet.
- Windows, doors, light fixtures, cabinets, and plumbing fixtures should last 20- 30 years.

## Reasonable Wear and Tear

- **Defined:** Needs replacing or repair because it has been in use longer than its normal life expectancy.
- Nothing has a life span of less than 5 years – except for light bulbs, batteries and furnace filters.
- If all items are in good working order now, then all items should be in good working order in 5 years.
- If you live in a home for less than 5 years, and it needs repairs or cleaning, then you are responsible for these expenses.

## Your Responsibilities

While living in a single family home you will be subject to maintenance responsibilities. These help maintain your home's good condition and prevents costly major repairs. Below is a list of your responsibilities:

- Proper lawn care – your grass should be mowed and your landscaping maintained.
- Clean gutters in Spring and Fall.
- Trim tree limbs to keep them off of your roof.
- **Change furnace filters monthly** – dirty furnace filters can cost you \$100s annually.
- Change **smoke alarm** batteries twice a year.
- **Clogged sinks** –from food that should have been placed in trash.
- **Clogged toilets**- from flushing items other than human waste (pads, toys, excess paper, clothing, or cleaning products).
- **Clogged Sewer Line**- the sewer line worked fine until you put something in the system to clog it up; therefore, you will be responsible for the expenses to clear the line.
- **Leaks**- from shoving items under the sink (this knocks water and drain lines loose).
- **Faucet knobs**- from using too much force, causing broken knobs and leaking faucets.
- **Broken** windows, doors, glass, or locks for any reason.
- **Malfunctioning HVAC:** usually due to failure to keep clean: **Replace Filters Monthly!!**

If repairs are required, please notify us via the Service Request page. We will be happy to recommend repair technicians.

### ATTENTION!

**Please note that if we see that these responsibilities are not being taken care of or are being neglected we will take care of them at your expense.**

**If any damage to the property is deemed to be purposeful or malicious, you will be subject to eviction proceedings and more.**

## Until a Purchase Has Been Finalized

Until you finalize the purchase of your home, please do not make any changes. The home has been designed to be neutral in appearance, so that it will coordinate with most people's possessions and lifestyles. Anything you do that changes the appearance such as paint, carpet, wallpaper, etc., can incur expense to undo, should you not decide to purchase the home. In those cases, you will be responsible for the cost. **You may only make changes with our written permission.** Remember, until you purchase the home, it is not yours. After you purchase the home, you may change whatever you wish.

## Keep It Clean

Also, while we understand that very few people have the time or energy to keep their home spotless, we do expect a reasonable level of cleanliness within your home. Excessive filth and unsanitary conditions will not be permitted at any time and may lead to eviction and fines.

## 90 Day Inspection

According to your Lease Agreement, we have the right to inspections. Every home will be subject to inspection **every 90 days**. Your home must be properly mai

reasonable state of cleanliness. Any tenant deemed non-compliant (home is excessively dirty or damaged) must have the home cleaned and/or repaired at their expense within 30 days. The home will be inspected again and if the cleaning and repairs are not completed, the eviction process will begin immediately.

## No Excuse for Not Paying Rent

This is a business and we take our business very seriously. We cannot tolerate late rents. If you do not pay on time:

- You will cause late charges, attorney fees, and court costs.
- You will cause your credit to be destroyed.
- You will cause your own eviction.
- You will cause a judgment against you and everything you own.
- You will cause your wages to be garnished.
- You will cause yourself to be chased and hassled until paid.
- You will cause **ALL THE BAD STUFF!**

I certify that I have read and understand the above document and that I agree to comply according to the company policies and regulations described therein.

LESSOR: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/20\_\_\_\_

LESSEE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/20\_\_\_\_

LESSEE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/20\_\_\_\_