



# LEASE ADDENDUM

This addendum in its entirety is considered part of the contract/lease.

Address \_\_\_\_\_ Tenant \_\_\_\_\_

## Tenant Must Initial Each Section

1. Tenant understands that the Grandin Agency represents the owner exclusively.
2. Tenant understands that at move-in, a Walk Thru form will be given to them and must be returned to our office within **5 business days** after move in to be valid. This will be the same information/form used for walk out inspection. If not returned, tenant could be charged for items or damages not caused by tenant. The Walk Thru is **not** a repair list.

\_\_\_\_\_ **Tenant has read and agrees to the above section**

## Yard Maintenance and Home Owners Association Information (If Applicable)

1. Landscaping is the tenant's responsibility. Landscaping is to be defined as keeping the lawn mowed and nicely trimmed. All trees and shrubbery shall be kept alive and maintained.
2. Any fines or penalties assessed by city inspectors for landscape related issues shall be the financial responsibility of the tenant.
3. Tenant understands that if they receive a HOA violation or fine, they may be served a notice of 14 day notice of violation of lease and a fine may that the tenant must pay.
4. Tenant understands that trash cans must be kept out of sight. If a violation occurs, the fine amount and an additional charge of \$50 or more will be applied to the tenants account.
5. Tenant understands (if applicable) that, for any reason, the watering system does not work, they are required to use a hose and keep grass and plants alive. Tenants can be charged for dead plants/grass.

\_\_\_\_\_ **Tenant has read and agrees to the above section**

## Emergency Information

1. In case of an emergency, the individual listed below is considered the authorized person to release tenant's personal belongings to. If there is a refund of the security deposit, it will also go to this person.

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

\_\_\_\_\_ **Tenant has read and agrees to the above section**

## Filters

1. Tenant understands that the A/C filters must be changed regularly (monthly) or a \$200 coil cleaning fee will be charged to tenant at move out. A/C Calls that is due to dirty filter or tenant neglect will be charged to the tenant. Filters must be changed regularly.

\_\_\_\_\_ Tenant has read and agrees to the above section

## Security Deposit

1. Tenant understands the security deposit cannot be used for the last month's lease payment.

\_\_\_\_\_ Tenant has read and agrees to the above section

## Final Inspection

1. Tenant understands that the final inspection will be completed only after completion of move out and home is clean and ready for inspection. Inspector will take pictures and cannot sign to release the condition of the home. Home must be in a final cleaning stage and ready to turn over to management. You will not be allowed to come back to clean. Tenant may be present at walkthrough, but does not have to be there.

2. All keys and openers must be returned to management or you will be charged to replace and re-key and any additional days of lease amount.

3. Manager and Owner will review the inspection of the final walk thru before the release of security deposit.

4. No verbal agreement may be made at the walk-thru by either party: it must be in writing.

5. Home needs to be CLEAN

6. Tenant understands that all utilities must be left on through the last day of the lease.

7. Tenant understands that if the home is not clean at inspection, the utilities must be turned back on; a charge of \$75 per utility turned on to re-clean the home

8. Tenant understands that any and all items left at the home after move out will be disposed of immediately in the proper manner.

\_\_\_\_\_ Tenant has read and agrees to the above section

## Legal Binding Contract

1. Tenant understands that the lease is a legal binding contract and they are responsible for the lease until the end of the lease period. Tenant also understands that early termination of lease will cause Tenant forfeiture of any and all security deposits held by the landlord and an addition early termination fee of \$500 in addition to normal lease payments that are due until lease end date or a replacement tenant is obtained.

2. Tenants understand that if at the end of their lease they request a month-to-month tenancy, the owner has the right to raise the lease amount per month.

3. Tenant understands that if Breach of Lease occurs, they are to request and will receive information and fees from the Grandin Agency for the breach. The breach terms are considered part of the current lease.

\_\_\_\_\_ Tenant has read and agrees to the above section

**Repairs/Vendors/Appliances**

- 1. Tenant understands that if they place an unnecessary maintenance request (one caused by the tenant or tenant responsibility), they will be responsible for a service fee of \$75.00 plus the cost of repair. Tenant is to check breakers, bulbs, GFI switches, filters, etc and be sure that they are working before submitting a maintenance request.
- 2. Tenant understands that at no time are they allowed to call outside vendors for repairs without written approval from Management. They will not be reimbursed for repairs.
- 3. Tenants understand that, if a refrigerator is provided with the home, maintenance by the owner/management company is not required to fix any broken ice or water unit. This is the tenant’s responsibility.
- 4. Tenant understands that if the washer/dryer is provided in the home, it is for your use until it breaks. The owner will not repair.
- 5. Tenant understands that if they want to use their own appliances, owner’s appliances must be stored in a proper and safe manner on the premises.

\_\_\_\_\_ **Tenant has read and agrees to the above section**

**Smoking/Pets**

- 1. Tenant understands that this home is Non Smoking.

\_\_\_\_\_ **Tenant has read and agrees to the above section**

**Correspondence**

- 1. Tenant understands that notices will be sent by E-mail to \_\_\_\_\_ as well as Post marked mail. If tenant changes e-mail, management must be notified immediately.

\_\_\_\_\_ **Tenant has read and agrees to the above section**

**Bed Bugs**

- 1. In the event that Bed Bugs are discovered in the tenants unit, the tenant is responsible for all costs incurred eradicating the issue in their unit as well as any of the units the bugs may have spread to.

\_\_\_\_\_ (tenant) (tenant)

\_\_\_\_\_ (date) (management)