

# Landlord's Rules & Regulations

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

Date: \_\_\_\_\_

- Property keys will be available for pick up once Tenant has paid 1st month's rent, shown proof of utilities transferred into their name and Renter's Insurance, if applicable.
- Tenant understands that the Landlord's Homeowners Insurance Policy does not cover personal property for any reason. It is recommended that Tenant obtain Renter's Insurance to cover their possessions.
- If security alarm is placed in home - alarm code & password must be shared with the Landlord; if it is not shared and police are dispatched, Tenant will incur that expense.
- In the event that mail is delivered to the property address for the Landlord, please contact them immediately so they may pick it up.
- Tenant will be diligent in maintaining HOA standards at all times. HOA violations will incur a trip charge to confirm that violation has been remedied; if not remedied in 2 days a contractor will be dispatched at Tenants expense. Tenant will be responsible if any HOA fines are charged due to Tenant's negligence. A \$75.00 fine will be assessed if Tenant receives 3 HOA violations for the same offense within a 6-month period.
- Tenant may not re-key the property without permission. In the event the home needs to be re-keyed for security purposes, Tenant must provide a copy of the key to the Landlord. Tenant will not be reimbursed for any re-key service. Tenant is also not allowed to put an exterior lock on any gate without providing a copy of the key to the Landlord. If a key is not provided, the lock will be removed and a fine of \$75 charged to Tenant.
- Tenant will return property to Landlord in same "made ready" condition as when moved in; to include but not limited to professional carpet cleaning with receipt and mowed/trimmed yard, groomed beds.
- Tenant will incur a Trip charge if property is inaccessible to Contractor/Vendor or an appointment is canceled without sufficient notice.

**Maintenance:**

- Tenant will maintain adequate pest control, change AC filters, lightbulbs, batteries as needed while occupying property. Heating and Air Conditioning (HVAC) filters must be changed, including attic air filters. If repair is needed on the HVAC and it is determined that dirty filters were the cause, the entire cost of repair/service will be at Tenant's expense.
- Tenant will maintain water softener system with adequate salt level, if applicable; and utilize and maintain underground sprinkler system , if applicable.
- Tenant must re-test smoke detectors and carbon monoxide detectors, if applicable, regularly and replace batteries as needed in ALL rooms.
- Tenant is responsible for winterizing the property, i.e. wrapping exterior pipes, reasonably adjusting the thermostat, etc. Freeze damage to the property during the residency will be repaired by the Property Managers contractor at tenant's expense.

**Repairs:**

- Tenant is responsible for the first \$75 towards any needed repairs outside the parameters of Landlord Required Repairs as described in Lease Paragraph 18.D.(1) If a Home Warranty vendor is dispatched the service fee will be collected by that vendor at that moment from the Tenant before repairs are made.
- Tenant is not allowed to make any repairs or improvements to the interior and/or exterior of the property without permission. If illegal repairs are made, no reimbursements will be given.

Tenant: \_\_\_\_\_

Tenant: \_\_\_\_\_

Tenant: \_\_\_\_\_

Tenant: \_\_\_\_\_

Landlord:

Landlord: \_\_\_\_\_