



## Tenant Acknowledgments

I (We) acknowledge receipt of the Inventory & Condition Form and understand that it must be completed and returned to SOMEDAY Realty and Property Management within 7 days of the lease commencement date.

I (We) acknowledge that utilities may not be on at the property, and I must order them and transfer service immediately to avoid an interruption in service.

I (We) acknowledge the \$10.00 processing fee must accompany all rent payments not paid through SOMEDAY Realty and Property Management's online payment system.

I (We) acknowledge that unauthorized occupants are not allowed and that there will be an initial \$500 per person charge, plus additional \$10.00 per day charge for each violation of the occupancy restrictions, per the lease agreement.

I (We) acknowledge SOMEDAY Realty and Property Management has a **Zero Tolerance Policy for late rent payments and will not waive or negotiate late fees.**

Rent is due in our office on or before the first day of the month.

No exceptions, even if the first day of the month falls is a Sunday or holiday.

Do we ever make an exception to this policy?

Fair Housing Laws require that we treat every tenant equally, and the only way to do that is to enforce the rules the same way for everyone; we enforce late charges across the board.

I (We) acknowledge that the lease agreement gives SOMEDAY Realty and Property Management authorization to have periodic visits of the property performed for the property owner.

I (We) acknowledge that the lease agreement gives SOMEDAY Realty and Property Management authorization to place the property on the market for rent and show the property for the last 30 days of the lease agreement.

I (We) acknowledge receipt of a copy of Protecting Your Home from Mold.

I (We) acknowledge that we must change and maintain A/C filters.

I (We) acknowledge that to prevent misunderstandings, all Tenant communications with SOMEDAY must be in writing. For all non-emergency communications, please email us at [matt@mysomedayhome.com](mailto:matt@mysomedayhome.com)

I (We) acknowledge that all repair requests must be in writing. Maintenance requests can be placed through our online resident portal. Note: emergency repair requests may be called in, please follow up these requests in writing.

I (We) acknowledge that Mailbox keys are issued by your local Post Office branch. You can pick up your mailbox key by calling (800) 275-8777 Ask USPS – Press 00 to bypass the main menu - Give the customer service person your address and zip code and they will tell you which Post Office services your property.

I (We) acknowledge that installation of any Satellite Dish or similar signal reception device(s) as well as any mounting hardware: Must be approved in writing from SOMEDAY Realty and Property Management: May NOT be attached to the dwelling, exterior walls, roof, fascia, windows, windowsills, fencing, etc. A \$100 refundable security deposit is paid before the installation.

I (We) acknowledge receipt of a copy of SOMEDAY Realty and Property Management's Home Buyer Program and that Someday's residents can earn a financial credit towards the purchase of a home.

I (We) acknowledge that if we are allowed to go on a month to month lease, the month to month rate is 25% more than our current lease rate.

This offers the tenants the flexibility of going on a month to month lease and compensates the owner knowing the tenant, after providing a 30-day written notice, may be leaving at any time.

Initials \_\_\_\_\_ Initials \_\_\_\_\_

## Tenant Fee Schedule

***These charges have been put in place to offset the cost and time involved needed to address each issue listed below on behalf of the tenant.***

### **Certified Letter Fee - \$25**

This fee will be levied for any occasion the tenant is sent a certified letter for negative reasons. Examples are a pending eviction, an unauthorized pet, failure to respond to email and telephone correspondence from SOMEDAY Realty and Property Management; or any other lease violation.

### **HOA & Lease Violation Administration Fee - \$25**

This fee will be charged anytime the homeowner or SOMEDAY Realty and Property Management receives a letter for rule enforcement from the Homeowner's Association (HOA), and/or tenant has violated a condition of the lease agreement. This fee is in addition to any fine charged by the Homeowner's Association.

The most common examples are the lawn needs to be mowed and edged (tenant responsibility), the garbage cans left insight from the street on non-garbage pickup days, unauthorized boats or trailers parked in the driveway or on the street, A/C filters not being changed monthly, unauthorized pet on the property, unauthorized trampolines, etc.

**If SOMEDAY Realty and Property Management must re-inspect property for a Tenant's lease violation, Tenant will also be charged a \$65 inspection fee per occurrence.**

### **Rental Verification Fee - \$25**

The landlord is not obligated to respond to any requests for Tenant's rental and payment history from a mortgage company or another prospective landlord until Tenant has given notice of termination of this Lease and Tenant is not in breach of this lease.

**Lease Processing Fee for Lease Modifications - \$75**

This fee will be charged if a tenant wants an administrative action that will cause their lease agreement to be modified. If a resident would like to remove an occupant from a lease agreement, add an occupant to a lease agreement, add a pet to a lease agreement or anything that will cause the lease to be modified, a processing fee of \$75 will be charged to the tenant. We cannot remove the financially responsible parties from the lease agreement until the end of the lease only non-financial responsible occupants.

**Lease Renewal Fee - \$50**

This fee would be charged once a tenant signs a lease renewal with SOMEDAY Realty and Property Management. This covers the administrative costs of preparing and executing a lease renewal and offers the convenience of electronic signatures.

**Resident Benefits Package \$25 a month**

**Included Resident Portal for Maintenance, Payment Options, and Electronic Statements:**

Resident have access to our Resident Portal to submit maintenance requests, pay online to include automatic ACH option, and have access to electronic statements.

**24/7 Maintenance Hotline with Live Phone Support:** Resident can reach a live person after hours for emergency maintenance concerns.

**One Time Returned Payment Fee Forgiveness:** SOMEDAY Realty and Property Management will grant a one-time waiver of a returned ACH or Check payment fee (\$50).

**Have the required HVAC filters delivered to your house:** A portion of Resident Benefit Package fee will be used to have HVAC filters delivered to their home approximately every X days required by the installed HVAC system. Resident shall properly install the filter that is provided within two (2) days of receipt. Resident hereby acknowledges that the filters will be dated and subject to inspection by Landlord upon reasonable notice to verify replacement has been timely made. If at any time Resident is unable to properly or timely install a filter, Resident shall immediately notify Landlord in writing. Resident’s failure to properly and timely replace filters is a material breach of this agreement and Landlord shall be entitled to exercise all rights and remedies it has against Resident and Resident shall be liable to Landlord for all damages to the property, A/C, or heating system caused by Resident’s neglect or misuse. This service saves time and money, because you do not need to go and purchase the filter it is delivered

**Utility Concierge service:** Citizens Home Solutions will contact tenant and set up their utilities free of charge, they will also offer to set up TV and internet packages at tenant expense. This service relieves the tenant of the hassles associated with moving and eases the transition.

Initials \_\_\_\_\_ Initials \_\_\_\_\_

**Required Tenant Liability Insurance**

All tenants are required to maintain property damage liability insurance on behalf of the landlord and property manager. Coverage is required in the amount of One Hundred Thousand Dollars (\$100,000.00) for damage to both landlord’s and third party’s property with the provisions covering at least the perils of fire, smoke, explosion, accidental water discharge and sewer backup. SOMEDAY Realty and Property Management shall be named as an Interested Party on Resident’s policy. Such policy shall be written as a policy not contributing with and not in excess of coverage that landlord may carry and must waive all rights of subrogation against landlord and property manager. It is agreed that landlord carries insurance for its protection and that the tenant is not a beneficiary of such insurance. Tenant shall be responsible to Landlord for all costs of repair for damages as stated in the Lease Agreement regardless of existing landlord insurance.

**Tenants may OPT OUT of purchasing this required insurance through landlord's approved vendor by providing written proof to the following three items PRIOR to the signing of this lease agreement:**

1. Evidence of Required Insurance levels to show the Policy is in effect, when it will start, when it will end, and who is named on the policy.
2. SOMEDAY Realty and Property Management must be named as an "Additionally Interested" party to the insurance binder provided by the tenant.
3. The Tenant Liability coverage must be equal to or greater than:

\*\$100,000 in Tenant Liability Coverage to the Property

**Cost through SOMEDAY Realty and Property Management:** \$9.00 per month plus a \$3.00 per month administration fee for a total of \$12.00 per month. This insurance can be provided to the tenant at \$12.00 per month and added to the tenant ledger for payment each month. Tenant has the right to Opt Out of this requirement by providing adequate and acceptable coverage as illustrated in this paragraph and approved by landlord.

**Failure to Maintain Insurance:** If the tenant's coverage for their self-directed tenant liability insurance is lapsed by either non-payment or non-renewal, SOMEDAY Realty and Property Management will place that tenant under this program by default for \$12 per month plus a \$75.00 set up fee.

**Coverage Notice:** *The Property Damage Loss Waiver® only waives the tenant's requirement of indemnifying the Owner for specific damages caused by a Resident. By electing the PDLW® you are not accepting, enrolling, or purchasing an insurance policy nor are you listed as a named insured under the owner's policy.*

**The Property Damage Loss Waiver® Option is not a Renter's insurance policy.**

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Date