

RENTAL APPLICATION

Landlord: 7101 N. Green Bay Rd. Suite #3
 Address: Glendale, WI 53209
 Telephone: (414) 358-2700 Fax: (414) 358-3560

Leasing:
 Telephone
 Number:

=====
 Note: Co-Applicant must complete a separate Rental Application Form
 The Undersigned hereby makes application to rent apartment: _____ Apartment # _____

Move-In Date: _____ Lease Dates: _____ to _____ Monthly rent \$ _____

Parking Yes or No / Garage or Outdoor (circle one) Rent Includes: Heat Cooking Gas Water/Sewer Parking Storage Rent Special (if applicable) _____

Security Deposit to be paid prior to move-in \$ _____

Referred by: Newspaper- which one? _____; Current Tenant-Who? _____

Yard sign? Website- Which one? _____; Rent.com : _____

=====
Please Tell Us About Yourself (if you have no rental history, a co-signer will be required)
 =====

Full Name _____ Home Phone _____ Cell Phone _____

Date of Birth _____ Social Security # _____ License # _____

Vehicle Year/Make/Model _____

License Plate Number / State _____ E-mail address: _____

Number and type of Pets _____

Name of Other Person(s) to occupy unit: _____ (must complete separate application if over 18 years of age)

In Case of Emergency, Notify: _____ Phone _____ Relationship _____

=====
Please Give Your Residence History for the Past 3 Years (Begin with the Most Current)
 =====

Current Address _____ City _____ State _____ Zip _____

Month & Year Moved In/Out _____ Rent \$ _____ Reason for Leaving _____

Owner or Agent _____ Phone _____

Previous Address _____ City _____ State _____ Zip _____

Month & Year Moved In/Out _____ Rent \$ _____ Reason for Leaving _____

Owner or Agent _____ Phone _____

Previous Address _____ City _____ State _____ Zip _____

Month & Year Moved In/Out _____ Rent \$ _____ Reason for Leaving _____

Owner or Agent _____ Phone _____

=====
Please Provide Your Employment/ Income Information
 =====

Full Time Student? No Yes, Where? _____ Part Time Student? No Yes, Where? _____

Employer _____ Title _____ Contact Person _____

Address _____ Phone _____ Start Date _____

Wages/Salary \$ _____ Rent per month \$ _____ (x3) = \$ _____ Minimum monthly income required.

(Please use the bottom section if you have multiple employers)

2nd Employer _____ Title _____ Contact Person _____

Address _____ Phone _____ Start Date _____

Wages/Salary \$ _____ Rent per month \$ _____ (x3) = \$ _____ Minimum monthly income required

If no income or resident history is available, a co-signer will be required. A co-signer must complete Co-Signer application.

Please read and answer the following questions

- 1) Have you ever filed for bankruptcy? YES NO
- 2) Have you ever been evicted from tenancy? YES NO

PLEASE READ CAREFULLY. APPLICATION MUST BE SIGNED

I hereby make application to lease the described premises on the terms specified above. I have paid to the agent the earnest money indicated, which I understand will apply to my security deposit if this application is accepted. **If this application is accepted within three (3) business days, and I fail to sign and deliver a lease to the property manager security deposit money paid and any subsequent payments will be retained as damages, subject to the duty of leasing agent to mitigate.** If this application is rejected, the Management Company will promptly refund the earnest money paid and all subsequent payments.

I hereby authorize the leasing agent, and any consumer or credit-reporting agency or bureau authorized by it, to investigate credit and financial responsibility, income level, rental and eviction history, criminal history, and the statements made with this application. The leasing agent is also authorized to report my performance under this lease to any such agency, person or organization.

As an inducement for the agent of the owner to accept this application, I warrant that all statements made herein are true and correct, to the best of my knowledge. I further agree to abide by the rules, regulations and obligations which are included in or made part of the lease.

I acknowledge that the property management firm, rental agent and employees thereof represent the interests of the property owner and owe duties of loyalty and faithfulness to the owner. They also have the obligation, however, to treat all parties fairly and in accordance with fair housing laws and standards.

I warrant and represent that I am of legal age to enter into this application. I understand that signing a lease creates a legal obligation, and there are penalties for moving out early. I further understand that this application and the lease impose joint and several obligations that are binding on all tenants.

By signing below I acknowledge I have reviewed a sample Lease and the Non Standard Rental Provisions attached hereto.

Signature of Applicant _____
Date

Print Name

=====
THIS APPLICATION Approved Not Approved By _____

REASON: Income Requirements Unsatisfactory Credit Report Rental History Pet Rule
 Criminal History Other _____

APPLICANT NOTIFIED BY _____ DATE NOTIFIED _____

This Application must be turned in to rental office (or property manager) with cash, a check, cashier's check or money order. Applications without funds are not accepted. Include a separate application for each applicant over 18 years of age. Fill out application as completely as possible and include 2 recent pay stubs to speed up the verification process.

Please contact the office to determine the correct amount to include with application and whom to make funds payable to when applying.

WISCONSIN REALTORS® ASSOCIATION
4801 Forest Run Road
Madison, Wisconsin 53704

RESIDENTIAL RENTAL CONTRACT

(For month-to-month tenancy or definite lease term, not intended for agricultural or mobile home purposes)

1 This Contract for the rental or lease of the Premises identified below is entered into by and between the Landlord and Tenant (referred to in the
2 singular whether one or more) on the following terms and conditions:

3 **TENANT:** Number of occupants SAMPLE Names:

4 YOUR NAME HERE

5 _____

6 **PREMISES:** Building Address: 123 Main St. Milwaukee WI 53209

7 _____

8 Apartment/room/unit #123

9 Other _____

10 Included furnishings: appliances: refrigerator, range, oven and: _____

11 _____ **STRIKE AS APPLICABLE**

12 **RENT:** Rent of \$ 650.00 for Premises and \$ _____

13 for other (specify n/a) is due on the

14 3rd day of each month. If payment is received or postmarked

15 by the _____ day of the month when due, rent is \$ _____

16 _____ for the Premises and \$ _____ for other. Charges

17 Incurred by Landlord for Tenant's returned checks are payable by

18 Tenant. Landlord shall provide a receipt for cash payments of rent. All

19 Tenants, if more than one, are jointly and severally liable for the full

20 amount of any payments due under this Contract (STRIKE if not appli-

21 cable). Acceptance of a delinquent payment does not constitute a

22 waiver of that default or any other default under this Contract.

23 **SECURITY DEPOSIT:** Upon execution of this Contract, Tenant shall

24 pay a security deposit in the amount of \$ 650.00

25 to be held by _____ Lessor

26 **PETS:** Pets (are) (are ~~not~~) permitted. **STRIKE ONE** If neither is

27 struck, pets are not permitted.) See Special provisions for additional

28 provisions relating to pets.

29 **TIME IS OF THE ESSENCE:** Time is of the essence as to all dates and deadlines set in this Contract or by law, unless otherwise provided in

30 Special Provisions. PARTIES FAILING TO PERFORM BY A "TIME IS OF THE ESSENCE" DEADLINE WILL BE IN BREACH OF THIS CONTRACT

31 IMMEDIATELY UPON PASSAGE OF THE DEADLINE.

32 **SPECIAL PROVISIONS:** If rent is received or postmarked after the 3rd day of month the tenant shall pay a late

33 fee of \$50.00. A written 28 day notice must be given when moving. Notice to be given at beginning of

34 preceding month. Apartment must be cleaned and vacated by 4:00 PM on last day of lease after proper written

35 notice is given. Tenant agrees to obtain renters insurance. See attached addendums to lease.

36 **ATTACHMENTS:** Attachments checked below are attached to this Contract and incorporated herein by reference.

Attachment	✓ Check	Attachment	✓ Check
Guarantee/Renewal/Assignment/Sublease		Nonstandard Rental Provisions	X
Rules and Regulations		Promises to Repair	
Smoke Detector Notice		Code Violations	
Lead-Based Paint Disclosure & Pamphlet	X	Real Estate Agency Disclosure	
Other:		Other:	

43 Landlord shall provide Tenant with a copy of this Contract and any rules and regulations. Landlord shall give Tenant a check-in

44 sheet on or before the commencement of this tenancy. NOTE: SIGNING THIS CONTRACT CREATES LEGALLY ENFORCEABLE

45 RIGHTS. LANDLORD AND TENANT SHOULD CONSULT LEGAL COUNSEL REGARDING QUESTIONS AS TO THEIR LEGAL

46 RIGHTS UNDER THIS CONTRACT. THIS CONTRACT INCLUDES THE PROVISIONS ON PAGE TWO.

47 IN WITNESS WHEREOF, the Parties have executed this Rental Contract.

48 LANDLORD: SAMPLE (Date)

49 _____ (Date)

50 _____ (Date)

51 _____ (Date)

52 TENANT: _____ (Date)

53 _____ (Date)

LANDLORD: M&R Neufeld Properties/Kapital RE

Agent for service of process: _____

Address for service of process: 7101 N. Green Bay Rd. #3

Glendale, WI 53209

Agent & address for maintenance, management: _____

7101 N. Green Bay Rd. #3 Glendale, WI 53209

Agent & address for collection of rents: 7101 N. Green Bay

Rd. #3 Glendale, WI 53209

TERM: **STRIKE EITHER (a) OR (b)**

(a) Month to month beginning on: _____, _____ OR

(b) For a term of 12 months, beginning on January 1,

2012 and continuing to _____, _____.

(Note: A lease for a fixed term expires without further notice. If

tenancy is to be continued beyond stated lease term, parties should

make arrangements for this in advance of lease expiration.)

UTILITIES: Check if paid by:

Landlord Tenant Landlord Tenant

Electricity Sewer / Water

Gas Hot Water

Heat Trash

Air Conditioning Other _____

If any utilities or services payable by Tenant are not separately

metered, Tenant's share is allocated as follows: ABOVE UTILITY IS

A SAMPLE

Notice: You may obtain information about the sex offender registry and persons registered with the registry by contacting the Wisconsin Department of Corrections on the Internet at <http://www.widocoffenders.org> or by phone at 877-234-0085.

54 PROMISES TO REPAIR.

55 Any promise to repair, clean, or improve the Premises (including the promised date of completion) that was made by Landlord before execution of this
56 Contract, is listed under Special Provisions or in a separate addendum to this Contract. Time being of the essence as to completion of repairs does
57 not apply to any delay due to causes beyond the Landlord's control. Landlord shall give timely notice of any delay to Tenant.

58 **CODE VIOLATIONS; ADVERSE CONDITIONS.** If the Premises or the building in which they are located are currently cited for uncorrected
59 building or housing code violations, or contain conditions adversely affecting habitability (including no hot or cold running water, plumbing or sewage
60 disposal facilities not in good operating order, unsafe or inadequate heating facilities (incapable of maintaining at least 67°F in living areas), no
61 electricity, electrical wiring or components not in safe operating condition, or structural or other conditions that are substantially hazardous to health
62 or safety), these are listed under Special Provisions, or in a separate addendum to this Contract, and Landlord shall exhibit copies of any
63 uncorrected code notices or orders to Tenant, all before this Contract is signed or any deposit is accepted.

64 **INSPECTION; SECURITY DEPOSIT.** Tenant has 8 days after the start of tenancy to inspect the dwelling unit and notify Landlord of any
65 preexisting damage or defect. Landlord shall provide Tenant a written description of the physical damages or defects charged to the previous
66 tenant's security deposit if Tenant, within the first 8 days of the tenancy, provides Landlord with a written request for such list. Tenant's security
67 deposit, less any amounts legally withheld, will be returned in person or mailed to Tenant's last known address within 21 days after Tenant
68 surrenders the Premises. Surrender shall occur on the last day of the tenancy pursuant to this Contract, subject to the exceptions described in
69 Wis. Admin. Code § ATCP 134.06. Upon surrender, Tenant shall vacate the Premises and return, or account for, any of Landlord's property held
70 by Tenant, such as keys, garage door openers, etc. If any portion of the deposit is withheld, Landlord will provide an accompanying itemized
71 statement specifically describing any damage and accounting for any amount legally withheld. The reasonable cost of repairing any waste, neglect
72 or damages for which Tenant is responsible, normal wear and tear excepted, may be deducted from the security deposit. No deduction may be
73 made for any damage charged against the previous tenant's security deposit. Tenant may not use the security deposit as payment of the last
74 month's rent without the written permission of the Landlord.

75 **USE; GUESTS.** Tenant shall use the Premises for residential purposes only. Neither party may (1) make or knowingly permit use of the Premises
76 for any unlawful purposes, (2) engage in activities which unduly disturb neighbors of, or tenants in, the building in which the Premises are located,
77 or (3) do, use, or keep in or about the Premises anything which would adversely affect coverage under a standard fire and extended insurance
78 policy. Tenant may have guests residing temporarily in the Premises if their presence does not interfere with the quiet enjoyment of other
79 occupants, and if the number of guests is not excessive for the size of the facilities of the Premises. No guest may remain for more than two weeks
80 without written consent of the Landlord, which will not be unreasonably withheld. Tenant shall be liable for any property damage, waste or neglect
81 caused by the negligence or improper use of the Premises or the building or development in which they are located, by Tenant or Tenant's guests
82 and invitees.

83 **MAINTENANCE.** All requests by Tenant for non-emergency maintenance services by Landlord must be in writing, provide authorization for
84 Landlord to enter, and identify reasonable time periods during which entry for maintenance is authorized. Tenant shall maintain the Premises under
85 Tenant's control in a clean and as good a general condition as they were at the beginning of the term or as subsequently improved by Landlord,
86 normal wear and tear excepted. Tenant is responsible for minor repairs including but not limited to replacement of smoke detector batteries, light
87 bulbs, fuses, and washers. Tenant shall not, without permission in the building rules or specific written approval of Landlord, physically alter or
88 redecorate the Premises, cause any contractor's lien to attach to the Premises, commit waste to the Premises or the property of which it is a part,
89 or attach or display anything which subsequently affects the exterior appearance of the Premises of the property of which it is a part. Whichever
90 party is obligated to provide heat for the Premises shall maintain a reasonable level of heat to insure the habitability of the Premises and prevent
91 damage to the Premises and the building in which they are located. Landlord shall give Tenant written notice of parties' responsibilities regarding
92 the maintenance of smoke detectors.

93 **ENTRY BY LANDLORD.** Landlord may enter the Premises occupied by Tenant at reasonable times upon advance notice to inspect the Premises,
94 make repairs, show the Premises to prospective tenants or purchasers, or comply with applicable laws or regulations. Landlord may enter without
95 advance notice upon consent of the Tenant, or when a health or safety emergency exists, or if Tenant is absent and Landlord believes entry is
96 necessary to protect the Premises or the building in which they are located from damage. Tenant shall not add or change locks without obtaining
97 Landlord's written permission AND immediately providing Landlord keys to permit access to the premises. Landlord shall not add or change locks
98 without obtaining Tenant's written permission unless the addition or change of locks is made pursuant to court order. Improper denial of access
99 to the Premises is a breach of the Contract.

100 **RULES.** Landlord may make reasonable rules governing the use and occupancy of the Premises and the building in which they are located. Tenant
101 acknowledges receipt of the rules prior to signing this Contract. Any failure by Tenant to comply substantially with the rules is a breach of the
102 Contract. Landlord may make reasonable amendments to the rules and any amendment shall become effective no sooner than 14 days after the
103 amendment is mailed or delivered to Tenant. If an amendment materially and adversely affects Tenant's use of the Premises, Tenant may at any
104 time before it becomes effective terminate this Contract by giving Landlord not less than 28 days' written notice, effective as of the end of a rent-
105 paying period, citing the amendment and its effect on Tenant's use of the Premises.

106 **POSSESSION; ABANDONMENT.** If Tenant abandons the Premises before the end of the tenancy, or if the tenancy is terminated for Tenant's
107 breach of this Contract, Landlord shall make reasonable efforts to re-rent the Premises and apply the rent received, less costs of re-renting, to
108 Tenant's obligations under this Contract. Tenant shall remain liable for any deficiency. If Tenant is absent from the Premises for three successive
109 weeks without notifying Landlord in writing of this absence, Landlord may deem the Premises abandoned unless rent has been paid for the full
110 period of the absence. If Tenant's personal property is left on the Premises after Tenant vacates or abandons the Premises, Tenant shall be
111 deemed to have abandoned the property and Landlord shall deal with it as provided by Wis. Stat. § 704.05(5) or any written lien agreement
112 (Nonstandard Rental Provision).

113 **ASSIGNMENT.** Tenant shall not assign this Contract of sublet the Premises or any part thereof without the written consent of Landlord, which will not
114 be unreasonably withheld. This Contract may be terminated or modified by written agreement of Landlord and Tenant. The parties may terminate this
115 Contract and enter a new Contract instead of renewing it, assigning it or subleasing the premises.

116 **CONTROLLING LAW.** Landlord and Tenant understand that their rights and obligations under the Contract are subject to the federal and state lead-based
117 paint laws, Wis. Stat. Chapter 704, Wis. Admin. Code Chapter ATCP 134, applicable local ordinances and housing codes, and any other applicable law.
118 Both parties shall obey all governmental orders, laws, rules, and regulations related to the Premises.

119 **SALE OF PROPERTY** Upon voluntary or involuntary transfer of ownership of the Premises, Landlord's obligations under this lease are expressly
120 released by Tenant. The new owner of the Premises shall be solely responsible for Landlord's obligations under this Contract.

121 **LEAD-BASED PAINT PROVISIONS (Applicable only if the Premises is a "target property" constructed before 1978.)** Tenant has received,
122 read and understands the Landlord's lead-based paint (LBP) disclosures and the *Lead-Based Paint: Protect Your Family* Pamphlet (Pamphlet). Tenant
123 agrees to follow the practices recommended in the Pamphlet in order to protect tenant and other guests and occupants from injuries caused by
124 exposure to lead. Tenant shall immediately notify Landlord in writing if Tenant, Tenant's guests or any other occupant observes any other
125 conditions indicating the presence of a potential LBP hazard, as described in the Pamphlet. Tenant's guests and any other occupant are
126 prohibited from disturbing paint and performing lead-based paint activities on the property without proper State of Wisconsin certification.

127 **AGENCY NOTICE.** Tenant understands that any property manager, rental agent or employees thereof are representing the Landlord.

Non Standard Rental Provisions

This document is hereby incorporated into and made part of the accompanying rental agreement for the property at SAMPLE.

Tenants must initial each item:

___ 1. Unpaid late fees. Late fees are due immediately when incurred but if not paid may be deducted from the security deposit.

___ 2. There is a \$20.00 fee for any checks returned to the landlord NSF. The Landlord reserves the right to refuse future payments by check, if a check is returned NSF. Any returned check fees are due immediately when incurred, but if not paid will be deducted from the security deposit. All rent payments that are returned NSF are also deemed late and late fees will apply.

___ 3. Municipal code citations, violations, charges to the premises for trash, recycling, or litter violations, building code and fire code violations due to tenants or tenant's guests are tenants responsibility.

___ 4. All charges related to the cost of re-keying locks is tenants responsibility. In the event a tenant loses a key or wishes to have a lock to be changed, tenants shall pay costs. At the end of the lease term, time is of the essence in regards to returning keys to the unit. All unit keys and other keys including mail box keys and garage door openers, must be delivered together to landlord at or before check-out time. Any keys not returned to landlord at or before check-out time will result in rekey charges of \$50.00 for the first lock and \$30.00 for each additional lock. In the event tenant requests landlord to unlock a unit or other door for any reason, tenant agrees that they can be charged \$30.00 during normal business hours and \$50.00 during non-business hours. Tenant understands that the landlord, it's management, agents and staff are not under any obligation to unlock any door at any time. Keys may not be copied without landlord's permission.

___ 5. Damage to landlord's personal property or common areas of the building by tenant and/or tenant's guests shall be tenants responsibility to pay for and may be deducted from the security deposit.

___ 6. Any charges that result in tenant(s) breaking their lease, including advertising, and lower rent accepted by landlord shall be tenants responsibility and may be deducted from the security deposit. Tenants are also responsible for all rent, plus utilities until unit is re-rented.

___ 7. All charges for cleaning the premises beyond normal wear and tear are tenants responsibility. Tenant agrees that the unit will be cleaned and ready for the next occupant. If the apartment is not cleaned, landlord may deduct actual costs of performing cleaning services, either with an outside cleaning company or by our staff.

___ 8. Tenant agrees to arrange with We Energies or appropriate local utility company to have utilities switched over to tenant's responsibility from the first date on the lease (or at first occupancy, whichever is earlier), until the last date on the lease, or until unit is vacant, whichever is later. Tenant agrees to pay any bill received by landlord for utilities not put in tenants name on time or removed from tenants name too soon before the end of a lease term. Unpaid utility charges may be deducted from security deposit.

___ 9. Tenant will be given thirty (30) days in which to pay their water/sewer/storm sewer bill to landlord. After thirty (30) days and each subsequent thirty days, a \$25.00 late charge will be added to the payment due.

___ 10. Tenant agrees they can be fined \$25.00 per occurrence, plus the actual cost of cleanup, for allowing or leaving any litter, trash (including cigarette butts), pet waste, or the like around the apartment or grounds. This includes leaving garbage next to or near, but not in, appropriate garbage receptacles.

___ 11. Any charges related to having a pet or damages caused by pet shall be tenants responsibility and can be deducted from the security deposit.

___ 12. No tape, adhesives, nails, pins, fasteners or hangers of any kind on the woodwork, doors, windows, door and window casing, ceilings, cabinets, light fixtures, appliances and floors. All repairs

and repainting to repair unauthorized items in this paragraph may be charged against security deposit. Small finishing nails are the only authorized item to be used to hang items on walls. DO NOT attempt to repair any holes left from removing those nails, repairs can only be done by landlord when you move. Any holes made by anything other than small finishing nails may be charged against your security deposit. Use approved nails sparingly.

13. All light bulbs, light fixtures and appliances are in good working condition. If appliances need repair resulting from tenant abuse or neglect, the tenant is responsible for the cost of those repairs. Tenants are not allowed to make repairs of any kind without landlord approval. All charges may be charged against the security deposit.

14. Tenant shall obtain a plunger for their own use. Responsibility for unplugging toilet or toilets caused from excessive paper or waste and/or foreign objects dropped in the toilet are the tenant's responsibility. If professional plumbing repairs or unplugging is needed by events caused by tenants neglect, tenants shall be responsible for all actual costs of the repair. All charges incurred by landlord may be charged against the deposit.

15. Tenants may be held liable for any loss of rent incurred by landlord and all other damages including hotel and meal costs incurred by landlord for failure to leave premises in a rentable state or failure to move out timely in a timely manner.

16. All tenants are jointly liable for the full amount of any payments and or damages, waste or neglect to the unit or property under the terms of the lease. Acceptance of individual payments does not constitute a waiver of responsibility from any balance of monies owed.

17. Landlord's right to enter - Tenant hereby grants landlord the right to enter into the premises during normal business hours when tenant has made a maintenance request whether in writing or verbally.

18. Tenants are responsible for minor repairs to their apartments.

19. No grease, meat, fat or leafy greens may be put in a garbage disposal or sink. Any repairs resulting from this are tenants responsibility and will be determined by plumber.

ATCP 134.06 Security deposits (3) Security deposit withholding; restrictions.

ATCP 134.06(3)(a)(a) A landlord may withhold from a tenant's security deposit only for the following:

ATCP 134.06(3)(a)1. 1. Tenant damage, waste or neglect of the premises. ATCP 134.06(3)(a)2. 2. Unpaid rent for which the tenant is legally responsible, subject to s. 704.29, Stats. 3. Payment which the tenant owes under the rental agreement for utility service provided by the landlord but not included in the rent. ATCP 134.06(3)(a)4. 4. Payment which the tenant owes for direct utility service provided by a government-owned utility, to the extent that the landlord becomes liable for the tenant's nonpayment. 5. Unpaid mobile home parking fees which a local unit of government has assessed against the tenant under s. 66.0435 (3), Stats., to the extent that the landlord becomes liable for the tenant's nonpayment ATCP 134.06(3)(a)6. 6. Other reasons authorized in the rental agreement according to par. (b). A rental agreement may include one or more nonstandard rental provisions which authorize a landlord to withhold from a tenant's security deposit for reasons not identified under par. (a). The landlord shall include the nonstandard provisions, if any, in a separate written document entitled "NONSTANDARD RENTAL PROVISIONS" which the landlord provides to the tenant. The landlord shall specifically identify and discuss each nonstandard provision with the tenant before the tenant enters into any rental agreement with the landlord. If the tenant signs or initials a nonstandard rental provision, it is rebuttably presumed that the landlord has specifically identified and discussed that nonstandard provision with the tenant, and that the tenant has agreed to it.

In witness whereof, these parties have executed this addendum to the lease:

Landlord/Agent _____ Date _____
Tenant SAMPLE Tenant SAMPLE
Tenant _____ Tenant _____

LEASE ADDENDUM

- 1. Only the people who have signed the lease may reside in apartment unit.
- 2. No subleasing.
- 3. Tenants are responsible for the activity of their guests.
- 4. Tenants are responsible for keeping premises in a clean & tenantable state.
- 5. Tenant(s) will keep clutter out of hallways, basement, attic, yard, parking lot
- 6. Tenant will keep the yard clean of debris.
- 7. Tenants agree not to disturb neighbors & will refrain from making loud disturbances at all times.
- 8. Tenants will replace broken windows and torn screens during occupancy at tenant's expense.
- 9. Security deposit cannot be used towards last months rent.
- 10. No drug or other illegal activity is permitted.
- 11. Tenants agree to carry a renter's insurance policy while occupying unit.
- 12. When lease is on a month-to-month tenancy, all terms of the lease apply. No move-outs between the months of December 1 and February 28 of any given year.
- 13. Notice must be given in writing and submitted by U.S. Mail or in person. Notices by fax or email will not be accepted.

Landlord Date

SAMPLE

TENANT(s) Date

SAMPLE

1 **Disclosure of Information on Lead-Based Paint**
2 **and/or Lead-Based Paint Hazards**

3 This addendum is made part of your Rental Agreement dated _____

4 Property Address: _____

5 Landlord/Agent: _____

6 Tenant(s): _____

SAMPLE

7 **Lead Warning Statement**

8 Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards
9 if not managed properly. Lead exposure is especially harmful to young children and pregnant women. **Before renting**
10 **pre-1978 housing**, Landlord must disclose the presence of lead-based paint and/or lead-based paint
11 hazards in the dwelling. Tenant must also receive a federally approved pamphlet on lead poisoning prevention.

12 **Landlord's Disclosure** (Check (1), or (2), below):

- 13 1. Landlord has knowledge of lead-based paint and/or that lead-based paint hazards are present in the property (explain).
- 14 _____
- 15 _____
- 16 _____
- 17 _____
- 18 2. Landlord has no knowledge of lead-based paint and/or lead-based paint hazards in the property.

19 **Records and reports available to the Lessor** (Check (1), or (2), below):

- 20 1. Landlord has provided Tenant with all available records and reports pertaining to lead-based paint and/or
- 21 lead-based paint hazards in the property (list documents below).
- 22 _____
- 23 _____
- 24 _____
- 25 _____
- 26 2. Landlord has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the property.

27 **Tenant's Acknowledgment**

28 Tenant states that Tenant has received any records and reports listed under Landlord's Disclosures above. Tenant
29 acknowledges that Tenant has received the pamphlet *Protect Your Family From Lead in Your Home*.

30 **Agent's Acknowledgment**

31 If Landlord is represented by an Agent, the Agent certifies that Agent has informed the Landlord of the Landlord's
32 obligations under 42 U.S.C. 4852(d) and that the Agent is aware of Agent's duty to ensure compliance with the requirements
33 of federal laws and regulations.

34 **Certification of Accuracy**

35 The following parties have reviewed the information above and certify, to the best of their knowledge, that the
36 information they have provided is true and accurate.

37 Landlord: _____
38 **SAMPLE** Date

Tenant: _____
SAMPLE Date

39 Agent: _____
40 _____ Date

Tenant: _____
_____ Date