

Addendum A to Lease Contract - Rules & Regulations

In the event of a conflict between this Addendum and the Lease it modifies, the terms of this Addendum control, except for the general pet policy below

Keys given out at office from 4pm-5pm on start date of lease

1st month's rent & confirmation letter from electric company that shows property address & connection date are required & due at key pick up. Connection date must be on/before move-in date.

Carbon monoxide (if unit has gas) and smoke detectors installed in units, do not touch or remove detectors unless changing batteries, which is your responsibility

Tenant #1 _____ Tenant #2 _____ Tenant #3 _____ Tenant #4 _____

Gas Connection (if needed) with Atmos Energy is tenant's responsibility

- **Rent to be paid with 1 Check or Money Order only & payable to owner - on 1st page of your lease**
- **Smoking of any kind is not permitted in the units. If there is evidence smoking occurred in the unit, full deposit will be forfeited.** Tenants will be charged the expense to remove all tobacco/smoke/food/pet odors.
- Tenants will NOT be allowed to move belongings or furniture into a unit before the start of their lease
- Rent prorated for 1st month if the move-in date is the 6th or later only
- The property is accepted in "as-is" condition. Unit being rented is "used" & thus may have cosmetic blemishes including mismatched touch-up paint. Management will make repairs & professionally clean the unit before the tenant moves in, but tenant understands that every speck of dust & dirt cannot be removed & there may be further cleaning needed to suit his/her desires. We do not clean grout lines in tile, which over time are stained
- Absolutely no cars or boats parked on lawn. They will be towed immediately and without warning
- No more than 4 unrelated residents will reside in a property zoned single-family as per city ordinance. Maroon & White Property Management assumes no responsibility for tenant's failure to adhere to this ordinance
- **If you do not renew your lease; during the leasing season we will be showing your unit to prospective tenants. We will give you at least overnight notice with a text or email message to all tenants.** Please be prepared for agents to show your unit & have unit including all bedrooms accessible and dogs kenneled or in yard
- Subleasing or Roommate Replacement (when allowed) may only be done with management's approval. New tenant must submit application & be approved. The fee is \$200 plus \$50 application fee per tenant/per occurrence
 - Sublease agreements are written and handled between tenants. Mgmt. does not provide these forms however all subleases must be approved in writing by management with signatures of all parties
- POD type containers CANNOT be dropped on property without prior written approval & signed damaged waiver
- \$100 fee for mgmt company to draw up agreement should new tenants want to have old tenants leave belongings in unit between leases. Paperwork must be signed by all old & new tenants at least 1 month prior to lease start
- The **"Move-In/Move-Out Report"** is NOT a maintenance request. It is used to determine tenant damages, if any.
- We DO NOT offer in person move-out walk throughs, all end of lease walk throughs are contactless and require tenants to drop keys and forwarding address at office at lease end. Deposits mailed within 30 days.

Pet Policy: There is a 1 animal limit. No dogs. Animal must be older than 2 years. Pet deposit is \$250. Pet rent is \$50/month per animal. **Having a pet in one of our units is not a right of the tenant.** See "Special Provisions" section of your lease and/or Pet Addendum for specific information on your unit, which will override this general policy.

- Non-emergency maintenance requests submitted during the August Move-In period may be delayed up to 3 weeks as priority will be given to vacant houses that our staff is preparing for new tenants.
- Tenants responsible for all plumbing clogs, lighting of water heaters & thermostat, smoke & CO detector batteries
- **Changing AC Filters at least every 30 days is the responsibility of the tenant, as is keeping the outside condensing unit free of dirt, weeds, lawn clippings and debris. If HVAC system repairs are due to a dirty or clogged filter or a dirty outside condensing unit, tenant will incur all costs for the repair.**
 - It is your responsibility to locate all AC filter locations in your unit as there may be more than one
- The following items are accepted in "As-Is" condition & will NOT be replaced or repaired: Irrigation system on houses & duplexes, window screens, home phone jacks & wiring, door bells, icemakers & automatic garage door openers. Tenant may repair/replace at tenant's cost. Garage door opener remotes are not supplied.
- Houses and duplexes are not guaranteed to have a fully fenced yard with gates. Owner may not replace exterior fences or gates and may remove permanently at owner discretion.
- We do not guarantee bathrooms will have towel bars or shower rods. Tenants may NOT install towel bars.
- We do not guarantee working refrigerator icemakers and/or water/ice dispensers in the door.

- Fireplaces are decorative only and as-is. In order to be used, tenants must have it inspected and cleared by a professional chimney sweep or other professional that is licensed to conduct fireplace inspections. Tenant is responsible to pay for any fees for inspection and for any repairs or updates that are needed for use.
- We do not guarantee a garbage disposal in your unit. If one is installed, any issues are the tenants' responsibility unless the issue is a leak. Leaking disposal will be replaced. Jammed disposals are tenants' responsibility to fix
- Quarterly interior pest control treatment is provided for Wolf Run and Carter Creek Townhomes Only. All other inside and outside pest control is responsibility of tenants. Pest Control is **NOT** provided for any other units.
- Owner will NOT treat for bed bugs under any circumstances, that is the tenants' responsibility
- All window/glass breakages and damage to mailboxes and posts are the tenants' responsibility for repair
- Management does not guarantee a working cable jack in each room; tenants can add professionally at their cost
- Management does not install ethernet ports, tenants can add professionally at their cost
- Satellite systems/dishes **CANNOT** be installed at any. Failure to comply will result in repair costs billed to you
- Tenants may not paint any interior or exterior walls or trim without written permission of the landlord
- Tenants may not access or enter the attic for any reason and may not store any items in attic or attic spaces
- Tenants must clean dryer vent and duct located behind the dryer all the way to exterior vent cover once every 6 months. This may require hiring a duct cleaning company at your cost.
- Tenants NOT allowed to put cardboard beer boxes or dart board on walls
- Exterior doors are not guaranteed to fully seal, light may be seen on sides or top due to season/weather
- Owner will not pay to have HVAC system balanced or adjusted for air flow into individual rooms, bedrooms or other areas. Some rooms may be hotter than others, this will not be adjusted. Tenants may do that at tenant cost.
- A "Holdover" past lease end date will result in a \$200 fee plus any rent due per Section 23.4 of TAA Lease

Tenants may put tacks or small nails (less than the diameter of a toothpick) in walls to hold art, posters etc. Nothing can be put into ceilings, doors, bathtubs or wood paneled walls. Large nails, screws, drywall anchors, glue, stickers, stick on hangers etc. are NOT allowed on any part of unit & will result in a minimum charge of \$150 per room upon move out to professionally repair the drywall.

NOT ALLOWED to mount TV's or animal mounts on walls. This will result in minimum \$250 charge to repair each wall

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All units MUST have the unit professionally cleaned & have a copy of the receipt for management upon move out or the cleaning invoice plus 10% will be charged to your security deposit – Inadequate or poor cleaning will result in deposit deductions

Management will professionally shampoo all carpets/floors with pet treatment/de-flea treatment (if applicable per Animal Addendum) and will deduct these amounts from the general security deposit - Your unit was Professionally Shampooed before You Moved In

DO NOT leave A/C on if house will be vacant for more than 24 hours. any water damage resulting from an unsupervised leak or clog or delayed reporting of a leak will be the tenants' responsibility, including any water clean up

WRITTEN ESTIMATE OF SECURITY DEPOSIT DEDUCTIONS

Item	Fee	Description
Extra Cleaning	\$125+	Extra charge for trash/debris left/sticker residue, spills etc.
Detector/Battery	\$40/\$10	Missing or damaged (smoke or carbon monoxide)
Lawn (if applicable)	\$125+	Front or back not mowed, edged, weeded or shrubs trimmed, or any combination
Trash/Furniture	\$50	Removal of trash/furniture/food in fridge/pantry from unit (multiply fee by # of loads)
AC Filter	\$50	Damaged/dirty/missing or signs it has not been changed at end of lease
Spackle Repair	\$150.00+	DO NOT spackle small holes, all allowed holes will be done by mgmt at no cost to tenant. Deposit will be charged for poor/incorrect spackle work. Stated charge is minimum per room.
Elec. Stove Drip Pans	\$45.00	Tenants MUST Install NEW drip trays at end of lease
Light Bulbs/Blinds	\$5/\$40	Per bulb/blind charge for missing or damaged (extra charge for specialty)
Light Fixtures/Fans	\$95.00	Missing or damaged

The above is an estimate of repairs only. Charges vary based on size of unit or house. Major damage caused by tenants, billed at contractors' invoice plus installation (Ex. Carpet, flooring, doors, appliances, windows, drywall etc.) This document does not limit the resident to above mentioned repairs. Handyman labor for above is \$50/hour.

Lease end move-out inspections are contactless and are done by management after keys are dropped at office with forwarding address. We do not do move out inspections with tenants or parents present, pictures will be taken of any items that are deficient and an itemized summary sent with deposit refund within 30 days

Upon Move-out you are NOT allowed to pile garbage bags/trash/household items on your lawn or the curb. The city does not provide this service to clean up after you. A \$100 charge will be incurred should this occur

Do Not put garbage in the recycle bin, this will result in a \$75 charge for the trash department to come and empty the trash from the recycle container

Maintenance requests

Maintenance requests are to be submitted via the online form located at www.rentmaroon.com Non-Emergency requests will be handled M-F 9am-5pm.

Do not text management or staff for any maintenance issues unless it is an emergency, as your texts may not be returned or issues resolved.

An **emergency repair**, must be reported immediately via text to 979.324.5343 **AND** 979.422.5660 then followed up with a written request via the website.

- o **Emergency Repairs:** Per the lease, emergencies are defined as issues that pose immediate health or safety concerns to tenant or property. Examples include water/sewer leaks, gas leaks, evidence of a break-in, and inability to secure exterior door. Call 911 for non-maintenance related emergencies. AC/Heat issues may cause inconvenience and discomfort but are not considered emergencies, however they will be handled with the utmost importance after a maintenance request is properly submitted.
- o **If a service trip is made and there is not a problem or the issue was caused by tenant negligence or lack of normal maintenance, then the service charges will be billed back to the tenants.**
- o **It is the tenants' responsibility to check breakers and GFCI's for any electrical issues prior to submitting a maintenance request. Should the issue be resolved by resetting a breaker of GFI, the tenant will be responsible for payment of the repair invoice**
- o **Unless mentioned above as a tenant responsibility, tenants are not allowed to attempt to fix any other issues. If this occurs, tenant will be responsible to hire and pay for a professional to fix the maintenance issue.**

I have read and hereby accept these policies. I have received a copy.