

# Contemplated Lease Terms

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

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

Agent/ RC: \_\_\_\_\_

Name of all Residents on Lease Contract: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Property name and type of dwelling: \_\_\_\_\_

Complete Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Name of all Occupants: \_\_\_\_\_

Total number of residents and occupants (make sure follows city ordinance and occupancy of UR): \_\_\_\_\_

# days Guests Staying: 2

Beginning Date of Lease Contract: \_\_\_\_\_

End Date of Lease Contract: \_\_\_\_\_

Number of Days for Termination: 150

Security Deposit: \_\_\_\_\_

Reletting Fee: \_\_\_\_\_

Pets Allowed:  YES  NO  Stipulations: \_\_\_\_\_

Animal Deposit (if applicable and listed on application): \_\_\_\_\_

Rent Rate: \_\_\_\_\_

Pro-rated Rent Amount: \_\_\_\_\_ Pro-Rated rent due: \_\_\_\_\_

# of keys/access devices: \_\_\_\_\_ unit, \_\_\_\_\_ mailbox, \_\_\_\_\_ garage door, \_\_\_\_\_ access code

Security deposit reconciliation terms:

One check payable to all

One check payable to: \_\_\_\_\_

Owner responsible for:  lawn/plant maintenance,  Irrigation,  trash,  pest control,  water,  electric,  sewer

Washer/Dryer Included:  Yes  No

Upsell:  lawn care  washer/dryer

Summer Cycle:  Yes  No

Lease Type:  Residential  Apartment  Sterling Heights

HOA:  Yes  No  Unknown

Special provisions: \_\_\_\_\_

## Addendums:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Add'l Special Provisions | <input type="checkbox"/> Bed Bug                      | <input type="checkbox"/> Intrusion Alarm            |
| <input type="checkbox"/> Lead                     | <input type="checkbox"/> Mold                         | <input type="checkbox"/> Rmt Ctrl, Card, Code       |
| <input type="checkbox"/> Security Guidelines      | <input type="checkbox"/> Util Submetering- Electric   | <input type="checkbox"/> Util Submetering- Water    |
| <input type="checkbox"/> Util Submetering- Gas    | <input type="checkbox"/> Washing Machine              | <input type="checkbox"/> Owner's Rules and Policies |
| <input type="checkbox"/> Move Out Instructions    | <input type="checkbox"/> Satellite Addendum           | <input type="checkbox"/> Animal Addendum            |
| <input type="checkbox"/> Legal Description        | <input type="checkbox"/> Enclosed Garage              | <input type="checkbox"/> Parking Permit             |
| <input type="checkbox"/> Rent Concession          | <input type="checkbox"/> Inventory and Condition Form | <input type="checkbox"/> Lease Guaranty             |

## Application Packet:

- |   |   |
|---|---|
| _____ Application                         | _____ Full Time Student Verification                |
| _____ Approved Offer Form (if applicable) | _____ Employment Verification (3 months' pay stubs) |
| _____ Photo ID                            | _____ Guarantor Form                                |
| _____ Application Fee Paid                | _____ Guarantor Application Fee                     |
| _____ Security Deposit                    | _____ Pet Screening Questionnaire                   |
| _____ Qualifications, Brokerage Info      | _____ Pet Shot Records                              |
| _____ Pet Deposit                         | _____ Pet Acknowledgement Form                      |
| _____ Agent Invoice                       |   |

Resident signature: \_\_\_\_\_ Resident Signature: \_\_\_\_\_

Resident signature: \_\_\_\_\_ Resident Signature: \_\_\_\_\_