

JOHN VESCO REAL ESTATE RENTALS - RE/MAX Homestead

302 E Main Street Suite 1A

Havelock NC 28532

TENANT RESPONSIBILITIES

1. _____ Rent is due on the 1st of each month and if it is not received by 5:00 pm, the 5th of the month, there will be an additional \$15.00 dollar charge or a charge of 5% of the monthly rental amount. (THE FEE WILL BE THE AMOUNT THAT IS LARGER). This additional fee shall be due and payable and immediately, without demand, and shall be added to and paid with the rent payment. The tenant understands and agrees the additional fee shall constitute damage incurred as a result of the tenant's late payment.
2. _____ Tenant(s) are required to change the heating and a/c filter at least once every month at his own expense.
3. _____ The tenant (s) understands and agrees that he is responsible for watering the yard, cutting the grass, trimming the bushes/shrubs and in general maintaining the yard in good condition. This includes disposing of trash and recyclable materials. Failure to maintain the upkeep of the yard will result in John Vesco Real Estate Rentals aka RE/MAX Homestead making proper arrangements to have the work completed at the tenant(s) request.
3. _____ If the rentals unit refrigerator/freezer quits working, you must find the means to keep your food from spoiling, until the appliance can be repaired. Neither the owner nor John Vesco Real Estate Rentals aka RE/MAX Homestead, will be responsible for the loss of food during this time.
4. _____ Tenant shall keep premises in substantially the same condition as when it was rented. All carpets will be shampooed and vinyl floors cleaned (waxed when applicable), walls unmarked and undamaged, all appliances cleaned and in working order. All bathroom fixtures should be cleaned. All windows, screens and sashes are to be cleaned. There are to be no cobwebs or dust accumulated especially on light fixtures or fans. The yard should be in good condition with no holes and the grass freshly mowed. Failure to comply with any of these terms may result in forfeiture of security deposit.
5. _____ Pets: If it so states in the referenced residential contract that pets are not to be kept or harbored in or about the premises, then the following applies. If it is discovered that you are keeping a pet/pets in or about the premises, you will be responsible for removing it within 72 hours. You will also be charged \$500 per pet for each pet found to have been kept or harbored. You will be held accountable for the repair of any damage caused by your pet/pets. If you break the rule a second time, there will be additional charges and your lease could be terminated and you could be given 30 days to vacate the property. If pets are allowed, you must have your home professionally exterminated for fleas and provide a receipt upon move out.
6. _____ HVAC system: If the ac/heating system quits working be sure to check the following first before contacting the office. Check fuses, circuit breakers and the air filter. Check over flow pan to ensure it is not filled with water because that activates the emergency shut off valve. If all the aforementioned are as they should be and you are still not getting heat or air, contact the office and we will send out a repairman. Keep in mind, if a part has to be ordered for your system, or you are temporary out of heat or a/c, you must supply your own temporary heat or air. Either the homeowner or RE/MAX Homestead will be responsible for supply temporary heat or air or provide any financial reimbursement.
7. _____ Leaving Town: If you are planning on leaving time for an excess period of time, please notify the office and provide a contact emergency number. Remember that you are responsible for any damage done to the property caused by winter weather which is a result of negligence. Tenant shall winterize the home prior to vacating for any extended period of time. Putting antifreeze in commodes and drains, leaving heat set to at least 50 degrees and turning off hot water heater.

8. _____ Final Check out inspection: Tenant must leave electricity and water on in his/her name until after the final check out inspection has been completed by the property manager. Tenants will be informed of the results of the inspection and can proceed accordingly (correct discrepancies found or RE/MAX Homestead will have the discrepancies corrected). The cost of such corrections shall be deducted from the tenant's security deposit. Tenants shall leave a forwarding address and phone number with the office when they turn in the keys to the property are vacating. Once inspection of property is complete, security deposit will be returned within 30 days of vacating the premises. In some cases, it could in fact be longer. If it will take longer than 30 days, you will be notified by a property manager. Do not call for a status of the deposit.

9. _____ The security deposit will not be used as the last month's rent: The last month's rent is still due in FULL on the 1st day of said month. The security deposit is held until after the tenant has vacated and the final inspection has been made. Funds from the security deposit will be utilized for repairing any damages or/and cleaning required upon tenants move out. The balance of the security will be refunded within 30 days of move out or within 30 days of the last day of the lease period. Whichever is appropriate?

10. _____ Water Softener upkeep: If the property has a water softener, tenant is responsible for purchasing necessary salt and keeping the tank at least 3/4 full of salt at all times. At no time should the softener be allowed to run out of salt.

11. _____ Nuisances: no obnoxious or offensive trade or activity shall be allowed on subject property nor shall anything be done which may become a nuisance or annoyance to the neighbors. No truck or vehicle in excess of 1-ton load capacity shall be parked or permitted to remain on the property. No stripped, partially stripped, wrecked, junked or inoperative motor vehicles or any part thereof shall be permitted parked or kept on any street or property.

12. _____ Firewood/Misc. materials: Tenants shall not store or pile any wood or materials against the exterior of the home or garage. No shall these materials be stored against the interior of the walls of the garage. We ask this to prevent termites or other insects and snakes.

13. _____ Other conditions: There is a \$25 charge on all returned checks. If more than 1 check is returned, then all others rents must be direct deposit or certified checks.

14. _____ Repairs: all repairs must go through the office. Emergencies will be handled immediately. If tenant chooses to make repairs on his/her own, reimbursement will be at the discretion of the landlord and may or may not be granted.

15. _____ Move out procedures: Tenants are required to give notice prior to the first of the month, if notice is not given by the first; tenant is responsible for the rent for the following month. Tenants are required to have commercial quality cleaning on all carpets upon departure making sure this is the last item to be completed. A receipt for the commercial cleaning will be provided to RE/MAX Homestead. Range drip pans must be replaced upon move out. The smoke alarm and carbon monoxide detector batteries must be replaced on move out.

16. _____ Parking vehicles: Parking will only be allowed on the paved surfaces of the property. No parking is permitted on any grass or seeded area.

17. _____ Gas: Units that required fuel oil, lp, or natural gas, the tenant is responsible for having enough fuel in the storage tanks so the unit does not run out of fuel. If fuel does run out, then the tenants are responsible for the cost of restarting the system. Kerosene heaters are not permitted.

18. _____ Tenants will test and check both the CO2 detectors and smoke detectors monthly.

19. _____ No smoking is permitted in any of the rental homes managed by RE/MAX Homestead.
20. _____ Animals will not be left or housed in the garage for any time throughout the lease.
21. _____ All normal or low priority maintenance request must be made online ONLY. Please do not the property manager, (Suzie Wamsganz) for any non-emergency maintenance request during regular business hours. These requests will be denied!
22. _____ Tenant(s) with an emergency maintenance request, during regular business hours, (Monday – Friday 9:00 am until 5:00 pm), please contact maintenance at, 252-444-3790 and then please also submit a maintenance request form online.
23. _____ Tenant(s) with an emergency maintenance request, AFTER regular business hours, please contact 252-269-5970, 252-808-7056, or 252-665-5305 immediately.
24. _____ Please allow 3-5 business days, for any routine or non-emergency maintenance requests to be reviewed and processed.
25. _____ If you need to meet with the property manager at any time you must call 2252-444-3790 to schedule an appointment.
26. _____ All tenant's are required to obtain and maintain throughout the term of the tenancy, a renter's insurance policy and to promptly provide the Landlord evidence of such insurance upon request. In addition to coverage for damage or loss to Tenant's personal property in such amount as Tenant may determine, the policy shall include coverage for bodily injury and property damage for which Tenants may be liable in the amount of \$300,000 dollars.

TENANT: _____ DATE: _____

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