



The office is available Monday-Friday 8:00am-5:00pm @ 513-424-1212 to answer any maintenance requests, after hours, weekends and holiday we have an emergency line that will prompt you in the direction needed.

Make sure when leaving a message you state your name address phone number and the problem you are having. We will return your call in a timely manner.

### **Lease...**

Only the names of people on lease are to reside on the property named herein. Any changes in these numbers will result in termination of this Rental Agreement at the discretion of the Lessor.

The following items are inventory of the property.

In the event that Lessor (landlord's agent) shall properly serve upon Lessee/tenant a three-day notice pursuant to Ohio Revised Code Chapter 1923, and/or Ohio Revised Code Chapter 5321, thereby electing to forfeit this lease, Lessee/tenant shall have a continuing liability upon his or her covenants and stipulations in this lease, including subsequently accruing rents, utilities, bad checks, late charges, and damages to the premises beyond normal wear and tear, until such time as Lessor (landlord's agent) can in all due diligence re-rent the premises.

In the event that Lessor (landlord's agent) shall properly serve upon Lessee/tenant a three-day notice pursuant to Ohio Revised Code Chapter 1923 and Ohio Revised Code Chapter 5321, Lessee/tenant agrees that there shall be a re-rental fee, which must be reasonable under the circumstances and must have a reasonable relationship to expenses reasonably anticipated by the landlord, not to exceed \$150.00.

At the end of the tenancy hereby created, Lessee will notify Lessor or Lessor's agent in writing as to the next address of Lessee, per the provision of Section 5321.16(B), Ohio Revised Code, in order to receive the amount due from Lessor from the Security Deposit.

### **Rent Due...**

Rent is due on a Monthly basis, and said rent must be in the Lessor's possession on the first day of the month. Failure to uphold this clause on the part of the Lessee will result in additional rent for that month of \$50.00 plus \$5.00 additional rent for each further day that rent is not paid.

The rental period starts on the day Lessee is delivered the key to the rental unit.

Rent is to be made by check or money order. Lessee agrees to not pay rent in cash.

If Lessee pays Lessor by check and said check is returned by the bank for non-sufficient funds, a \$50.00 service charge will be levied plus late fees.

If the office is not open when rent is due there is a drop box at the front door of the building that is secure.

If an eviction notice is issued there is a \$25.00 charge that will be applied to the tenant ledger.

### **Security Deposit...**

Lessee agrees to pay Lessor, in advance a security deposit against any damage that might be done by the Lessee to said premises during occupancy.

It is understood by the Lessee that the entire amount of the security deposit will be refunded upon the proper termination of this Rental Agreement provided that all of the following requirements have been met to the satisfaction of the Lessor: (1) All appliances are left clean and in good repair, (2) All trash, garbage, and debris has been removed, (3) woodwork, walls, and floors are free of dust or stains which were a result of carelessness on the part of the Lessee, (4) windows and screens are left clean and in good repair, (5) rents have been paid and (6) this Rental Agreement has been properly terminated (See Section IV, Clauses A, B, and C) by the Lessee. If the above is not satisfactorily accomplished, the costs incurred to do so will be deducted from the security deposit. Note: The security deposit is not to be considered as the last payment of rent.

Upon proper termination of this Rental Agreement by the Lessee (See Section IV, Clauses A, B, and C) and upon removal of Lessee's personal belongings, Lessor will inspect the premises to determine whether all requirements have been met to lessor's reasonable satisfaction.

Lessee agrees to wave security deposit if lessee violates any terms of this lease which results in eviction notice served.

### **Tenant Lessee Packet...**

**Inspection Sheet Lessee:** is given three (3) days from the date of original occupancy, as per Section I, to submit to Lessor, a checklist, to be furnished by Lessor, of damages or defects in or on the premises which were already present upon Lessee taking occupancy. This list must be submitted in writing and signed by the Lessee. Failure to fulfill this requirement on the part of the Lessee will automatically make herein named Lessee responsible for said damages or defects upon termination of this Rental Agreements.

### **Tenant Info Sheet**

#### **Utilities**

#### **Intent to Vacate**

#### **EPA Packet**

#### **Parking Diagram**

### **Termination of Lease...**

Lessee (tenant) is required to give Lessor (Landlord's Agent) a thirty (30) day written notice of intent to vacate on the first of the month. A copy of a 30 day notice form will be given with this lease for the lessee's use upon vacating the property. Signing the lease is lessor and lessee's proof of receiving 30 day notice form. Said thirty (30) day written notice becomes null and void if tenant has not vacated on or before the thirtieth day after Lessor's receipt of said written notice. Notice to vacate shall be given on similar written notice from lessor. In the event Lessee owes more than one (1) week's rent, an eviction notice will be served, requiring Lessee to give immediate possession. Damage deposit will be forfeited. Eviction does not release Lessee from lease.

Property cannot be sublet.

Lessee must maintain occupancy for a period of not less than 12 months.

Once Lessee has given official notice of termination of this Rental Agreement, any tenant holdover during the following month will require a full month's rent to be paid.

The Lessee covenants that his occupancy of the said premises beyond the term of this lease shall not be deemed as a renewal of this lease for the whole term or any part thereof, but that the acceptance by the Lessor of rent accruing after the expiration of this lease shall be considered as a renewal of this lease for one month only and for successive periods of one month only.

Lessee agrees to be responsible for the complete time of occupancy including any holding over.

### **Non Liability of Lessor...**

Lessor is not responsible for fire, or theft, or any damages which may occur to the Lessee, his personal property, or his vehicles(s) which may be parked on the premises, unless caused by Lessor's employees or agents.

Lessor may enter said property at any reasonable time to inspect, repair, or maintain the premises.

Once notice of termination has been given, Lessor may show the property to prospective tenants at any reasonable time. However, Lessor will try to contact Lessee if he plans to show the property.

If upon an inspection, Lessor discovers that the Lessee is not keeping the premises clean and orderly, Lessor may terminate the Rental Agreement.

### **Tenant Lessee Liability...**

If a plumber, electrician, repairman, or exterminator is called due to negligence on the part of the Lessee or any member of his family, Lessee will be responsible for the entire cost.

Maintenance - Lessee/Tenant shall report to Lessor the need for repairs or other maintenance which is the responsibility of the Lessor to repair or maintain, in a timely manner. Lessor will schedule such repair or maintenance as soon as practicable. Thereafter, the maintenance person will knock on Lessee/Tenant's door prior to entering to perform the needed services.

**Rental Insurance...** Lessee/tenant must obtain contents insurance. Lessee/tenant must provide Lessor (landlord's agent) with a copy of said contents insurance within ten (10) days after the date of this lease and supply a copy to the office.

Lawn care will be determined on each property as to who is responsible.

Lessee/tenant shall be responsible for all snow and ice removal.

In the event this matter needs to be turned over to collections the Lessee/Tenant agrees to pay all costs of collections including court and filing fees but not limited to attorney fees.

No kerosene heaters are permitted in any rental property.

Tenant is to maintain smoke detectors in all rental properties.

Tenant is not to attach any objects to doors, windows or building exterior.

Absolutely NO animals will be permitted on the premises – NO Exceptions. If animals are found on the premises, Lessee will be given notice that this rental agreement will be terminated. Lessee will be entirely responsible for any and all damages done by an illegally kept animal. The cost of repairing said damages shall be deducted from the Security Deposit. Our Policy does not allow for pets of any kind on the premises. There will be a \$200 charge per day for violators.

Absolutely no baby-sitting or childcare is to be done on the premises, except for the care of the Lessee's children.

If a dumpster is available, Lessee agrees to use the dumpster only to dispose of trash. If no dumpster is available, tenant agrees to furnish either metal or plastic trash cans. Lessee/tenant is responsible for the removal of any and all trash on a weekly basis. Under no circumstances shall there be any trash on balconies, porches, or patios. If municipality levies a fee for trash collection, said fee shall be paid to landlord.

The property shall not be used for any unlawful purpose.

Light bulbs are not replaced by our office during your lease. When moving in the bulbs are supplied by our office. Upon tenant inspection sheet any that are not there will be replaced.

Furnace filters will be replaced upon move in of the property. In the event that a filter needs changed bring in your old filter and we will replace it with a new one they will be available in our office with pick up times of 8:00am-5:00pm Monday-Friday. Filters will only be changed twice during the lease.

There shall be absolutely no motorcycles on the premises.

Lessee/tenant agrees that the vehicles of his/her invitees, agents, and/or contractors shall not be parked in other than designated parking areas.

Lessee covenants and agrees that he/she will not park motor vehicles upon any grassy area of the dwelling unit or permit any vehicle to be driven upon or across such areas by his/her invitees, agents, and/or contractors.

There shall be no semi-tractor trailers on the premises.

There shall be no mechanical work done on any motor vehicle on the premises.

Locks must not be added or changed without the written consent of the Management.

A \$5.00 charge will be made for any additional key made due to loss. A \$25.00 charge will also be made for a lock-out call. If keys are not returned to Lessor upon move-out, \$45.00 will be deducted from the security deposit to have the locks replaced or re-keyed.

### **Utilities...**

Furnished utilities are expected to be used normally. However, should Lessor note an increase in his payments for furnished utilities, Lessee will be billed for the excessive use of utilities. Water furnished by Landlord is for the use inside the leased premises only, and not for washing of vehicles or filling swimming pools, or using hose for children to play in water.

<b>Duke</b>	<b>800-544-6900</b>
<b>Middletown Water</b>	<b>513-425-7870</b>
<b>Monroe Water</b>	<b>513- 539-7374</b>
<b>Carlisle Water</b>	<b>937-746-6312</b>
<b>Trenton Water</b>	<b>513-988-6305</b>

Contact the utility company prior to lease signing to understand how to start new service and to help make the process to move smoothly.