

EASTON REALTY
94C NORTH WOODS BLVD.
COLUMBUS, OH 43235
Phone: 614-599-5772, Fax: 614-424-8371
eastonrealty@park-west.com

TENANT SET-UP INSTRUCTIONS

Tenant Name: _____

Address: _____

Date Received

_____ Rental Application
_____ Signed Residential Tenancy Agreement
_____ Addendum A (Security Deposit)
_____ Addendum B (Reservation Fee)
_____ Addendum C (Renter's Insurance)
_____ Addendum D (Smoke Detector)
_____ Addendum E (Electric, Gas, Water & Sewer, Refuse Service Turn on Notice)
_____ Addendum F (General Acknowledgement)
_____ Addendum G (Pet Agreement)
_____ Addendum H (MOLD AND MOLD-FORMING CONDITION DISCLOSURE)
_____ **General Maintenance and Emergency Call Instruction**
_____ Application Fee Collected
_____ Up Front/Deposit Fee
_____ Move-in/Move-out Check List
_____ Follow-up List Completed
_____ Key to Tenant
_____ Duplicate Key to Office
_____ Renter's Insurance

Utility Numbers & other important numbers

Columbus, Worthington, Dublin:

American Electric Power (AEP) 1-800-277-2177
Columbia Gas 1-800-344-4077
Water and Sewer 614-645-8270
Trash 614-645-8774

Gahanna:

Water and Sewer and Trash 614-342-4440
Police 614-342-4240
Fire 614-342-4444

Westerville:

Westerville Utilities (Electric, Water and Sewer) 614-901-6430
Trash 615-901-6740
Postal Service 1-800-275-8777
Telephone Company (SBC) 1-800-572-4545

Residential Tenancy Agreement

THIS LEASE DATED: _____

BETWEEN:

EASTON REALTY

Address: 94 C NORTH WOODS BOULEVARD, COLUMBUS, OHIO 43235

Telephone: 614-599-5772 FAX: 614-424-8371

eastonrealty@park-west.com

(the "Landlord")

OF THE FIRST PART

-AND-

(the Tenant)

OF THE SECOND PART

IN CONSIDERATION OF the Landlord leasing certain premises to the Tenant, the Tenant leasing those premises from the Landlord and the mutual benefits and obligations set forth in this Lease, the receipt and sufficiency of which consideration is hereby acknowledged, the parties to this Lease agree as follows:

Leased Premises

The Landlord agrees to rent to the Tenant the house municipally described as _____ (the 'Premises') for use as residential premises only. Neither the Premises nor any part of the Premises will be used at any time during the term of this Lease by Tenant for the purpose of carrying on any business, profession, or trade of any kind, or for the purpose other than as a private single-family residence.

Subject to the provisions of this Lease, apart from the Tenant, no other persons will live in the Premises without the prior written permission of the Landlord, except for:

_____ NA _____

No guests of the Tenants may occupy the Premises for longer than one week without the prior written consent of the Landlord. No pets or animals are allowed to be kept in or about the Premises. Unless written authorization has been approved by landlord.

Upon thirty (30) days notice, the Landlord may revoke any consent previously given pursuant to this clause.

Term

1. The term of the Lease is a periodic tenancy commencing on _____ and continuing on a year-to-year basis until the _____ or the Landlord or the Tenant terminates the tenancy.
2. Notwithstanding that the term of this Lease commences on _____, the Tenant is entitled to possession of the Premises on _____.
3. Subject to the provisions of this Lease, the rent for the Premises is \$ _____ due in _____ equal installments of \$ _____.
4. The Tenant will pay the Rent on or before the FIRST of each and every month, and no later than the FIFTH of every month of the term of this lease to the Landlord at **94 C NORTH WOODS BOULEVARD, COLUMBUS, OHIO 43235**, or at such other place as the Landlord may later designate.
5. The Landlord may increase the Rent for the Premises upon providing to the Tenant such notice as required by the Act.
6. **The Tenant will be charged an additional amount of \$25.00 per day for any rental payments that are received after the latter of the due date and the expiration of any grace period under the Act, if any.**

Quiet Enjoyment

7. The Landlord covenants that on paying the Rent and performing the covenants contained in this Lease, the Tenant will peacefully and quietly have, hold, and enjoy the Premises for the agreed term.

Inspections

8. Tenant acknowledges that it inspected the Premises, including the grounds and all buildings and improvements, and that they are, at the time of the execution of this Lease, in good order, good repair, safe, clean, and tenantable condition.
9. At all reasonable times during the term of this Lease and any renewal of this Lease, the Landlord and its agents may enter the Premises to make inspections or repairs, or to show the Premises to prospective tenants or purchasers .

Tenant Improvements

10. The Tenant will obtain written permission from the Landlord before doing any of the following:
 - a. applying adhesive materials, or inserting nails or hooks in walls or ceilings other than two small picture hooks per wall;
 - b. painting, wallpapering, redecorating or in any way significantly altering the appearance of the Premises;

- c. removing or adding walls, or performing any structural alterations;
- d. installing a waterbed(s);
- e. changing the amount of heat or power normally used on the Premises as well as installing additional electrical wiring or heating units;
- f. placing or exposing or allowing to be placed or exposed anywhere inside or outside the Premises any placard, notice or sign for advertising or any other purpose; or
- g. affixing to or erecting upon or near the Premises any radio or TV antenna or tower.

Utilities and Other Charges

11. The Tenant is responsible for the payment of the following utilities and other charges in relation to the Premises: GAS, ELECTRIC, WATER, SEWER, TELEPHONE, TELEVISION.

Abandonment

12. If at any time during the term of this Lease, the Tenant abandons the Premises or any part of the Premises, the Landlord may, at its option, enter the Premises by any means without being liable for any prosecution for such entering, and without becoming liable to the Tenant for damages or for any payment of any kind whatever, and may, at the Landlord's discretion, as agent for the Tenant, relet the Premises, or any part of the Premises, for the whole or any part of the then unexpired term, and may receive and collect all rent payable by virtue of such reletting, and, at the Landlord's option, hold the Tenant liable for any difference between the Rent that would have been payable under this Lease during the balance of the unexpired term, if this Lease had continued in force, and the net rent for such period realized by the Landlord by means of the reletting. If the Landlord's right of re-entry is exercised following abandonment of the premises by the Tenant, then the Landlord may consider any personal property belonging to the Tenant and left on the Premises to also have been abandoned, in which case the Landlord may dispose of all such personal property in any manner the Landlord will deem proper and is relieved of all liability for doing so.

Attorney Fees

13. All costs, expenses and expenditures including and without limitation, complete legal costs incurred by the Landlord on a solicitor/client basis as a result of any default by the Tenant, will forthwith upon demand be paid by the Tenant as additional rent. All rents including the monthly rent and additional rent will bear interest at the rate of Twelve (12%) per cent per annum from the due date until paid.

Governing Law

14. It is the intention of the parties to this Lease that the tenancy created by this Lease and the performance under this Lease, and all suits and special proceedings under this Lease, be construed in accordance with and governed, to the exclusion of the

law of any other forum, by the laws of the State of Ohio, without regard to the jurisdiction in which any action or special proceeding may be instituted.

Severability

15. If there is a conflict between any provision of this Lease and the applicable legislation of the State of Ohio (the 'Act'), the Act will prevail and such provisions of the Lease will be amended or deleted as necessary in order to comply with the Act. Further, any provisions that are required by the Act are incorporated into this Lease.
16. If there is a conflict between any provision of this Lease and any form of lease prescribed by the Act, that prescribed form will prevail and such provisions of the lease will be amended or deleted as necessary in order to comply with that prescribed form. Further, any provisions that are required by that prescribed form are incorporated into this Lease.
17. In the event that any of the provisions of this Lease will be held to be invalid or unenforceable in whole or in part, those provisions to the extent enforceable and all other provisions will nevertheless continue to be valid and enforceable as though the invalid or unenforceable parts had not been included in this Lease and the remaining provisions had been executed by both parties subsequent to the expungement of the invalid provision.

Amendment of Lease

18. Any amendment or modification of this Lease or additional obligation assumed by either party in connection with this Lease will only be binding if evidenced in writing signed by each party or an authorized representative of each party.

Assignment and Subletting

19. The Tenant will not assign this Lease, or sublet or grant any concession or license to use the Premises or any part of the Premises. An assignment, subletting, concession, or license, whether by operation of law or otherwise, will be void and will, at Landlord's option, terminate this Lease.

Additional Provisions

20. RIGHT OF ENTRY: Landlord or authorized agent shall have the right to enter the premises upon not less than 24 hours notice, which are necessary to make needed repairs, decorations, alterations or improvement or supply necessary or agree services and this right shall exist whether or not Tenant shall be on the premises at such time. In an emergency, Landlord or authorized agent may enter the premises, at any time, without prior permission from the tenant and this right shall exist whether or not the tenant is on the premises at such time.

MISCELLANEOUS COMMENT:

Damage to Premises

21. If the Premises, or any part of the Premises, will be partially damaged by fire or other casualty not due to the Tenant's negligence or willful act or that of the Tenant's employee, family, agent, or visitor, the Premises will be promptly repaired by the Landlord and there will be an abatement of rent corresponding with the time during which, and the extent to which, the Premises may have been untenable. However, if the Premises should be damaged other than by the Tenant's negligence or willful act or that of the Tenant's employee, family, agent, or visitor to the extent that the Landlord will decide not to rebuild or repair, the term of this Lease will end and the Rent will be prorated up to the time of the damage.

Maintenance

22. The Tenant will, at its sole expense, keep and maintain the Premises and appurtenances in good and sanitary condition and repair during the term of this Lease and any renewal of this Lease.
23. In particular, the Tenant will keep the fixtures in the Premises in good order and repair and keep the furnace clean. The Tenant will, at Tenant's sole expense, make all required repairs to the plumbing, range, heating apparatus, and electric and gas fixtures whenever damage to such items will have resulted from the Tenant's misuse, waste, or neglect or that of the Tenant's employee, family, agent, or visitor.
24. Major maintenance and repair of the Premises involving anticipated or actual costs in excess of \$100.00 per incident not due to the Tenant's misuse, waste, or neglect or that of the Tenant's employee, family, agent, or visitor, will be the responsibility of the Landlord or the Landlord's assigns.
25. Where the Premises has its own sidewalk, entrance, driveway or parking space which is for the exclusive use of the Tenant and its guests, the Tenant will keep the sidewalk, entrance, driveway or parking space clean, tidy and free of objectionable material including dirt, debris, snow and ice.
26. Where the Premises has its own garden or grass area which is for the exclusive use of the Tenant and its guests, the Tenant will water, fertilize, weed, cut and otherwise maintain the garden or grass area in a reasonable condition including any trees or shrubs therein.
27. The Tenant will also perform the following maintenance in respect to the Premises: BATTERIES FOR SMOKE ALARM.

Care and Use of Premises

28. The Tenant will promptly notify the Landlord of any damage, or of any situation that may significantly interfere with the normal use of the Premises or to any furnishings supplied by the Landlord.

29. The Tenant will not make (or allow to be made) any noise or nuisance which, in the reasonable opinion of the Landlord, disturbs the comfort or convenience of other tenants.
30. The Tenant will keep the Premises reasonably clean.
31. The Tenant will dispose of its trash in a timely, tidy, proper and sanitary manner.
32. The Tenant will not engage in any illegal trade or activity on or about the Premises.
33. The Landlord and Tenant will comply with standards of health, sanitation, fire, housing and safety as required by law.
34. The Tenant agrees that no signs will be placed or painting done on or about the Premises by the Tenant or at the Tenant's direction without the prior, express, and written consent of the Landlord.
35. If the Tenant is absent from the Premises and the Premises are unoccupied for a period of four consecutive days or longer, the Tenant will arrange for regular inspection by a competent person. The Landlord will be notified in advance as to the name, address and phone number of this said person.
36. At the expiration of the lease term, the Tenant will quit and surrender the Premises in as good a state and condition as they were at the commencement of this Lease, reasonable use and wear and damages by the elements excepted.

Hazardous Materials

37. The Tenant will not keep or have on the Premises any article or thing of a dangerous, inflammable, or explosive character that might unreasonably increase the danger of fire on the Premises or that might be considered hazardous by any responsible insurance company.

Rules and Regulations

38. The Tenant will obey all rules and regulations posted by the Landlord regarding the use and care of the building, parking lot, laundry room and other common facilities that are provided for the use of the Tenant in and around the building containing the Premises.

Lead Warning

39. Housing built before 1978 may contain lead based paint. Lead from paint, paint chips, and dust can pose health hazards if not taken care of properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, landlords must disclose the presence of known lead-based paint hazards in the dwelling. **Tenants must also receive a Federally approved pamphlet on lead poisoning prevention.**

Address for Notice

40. For any matter relating to this tenancy, whether during or after this tenancy has been terminated:
 - a. the address of the Tenant is the Premises during this tenancy, and _____ after this tenancy is terminated, and
 - b. the address of the Landlord is **94 C NORTH WOODS BOULEVARD, COLUMBUS, OHIO 43235** both during this tenancy and after it is terminated.

The Landlord or the Tenant may, on written notice to each other, change their respective addresses for notice under this Lease.

General Provisions

41. Any waiver by the Landlord of any failure by the Tenant to perform or observe the provisions of this Lease will not operate as a waiver of the Landlord's rights under this Lease in respect of any subsequent defaults, breaches or non-performance and will not defeat or affect in any way the Landlord's rights in respect of any subsequent default or breach.
42. This Lease will extend to and be binding upon and inure to the benefit of the respective heirs, executors, administrators, successors and assigns, as the case may be, of each party to this Lease. All covenants are to be construed as conditions of this Lease.
43. All sums payable by the Tenant to the Landlord pursuant to any provision of this Lease will be deemed to be additional rent and will be recovered by the Landlord as rental arrears.
44. Where there is more than one Tenant executing this Lease, all Tenants are jointly and severally liable for each other's acts, omissions and liabilities pursuant to this Lease.
45. Locks may not be added or changed without the prior written agreement of both the Landlord and the Tenant, or unless the changes are made in compliance with the Act.
46. **The Tenant will be charged an additional amount of \$35.00 for each N.S.F. cheque or cheque returned by the Tenant's financial institution.**
47. Headings are inserted for the convenience of the parties only and are not to be considered when interpreting this Agreement. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.

48. This Lease and the Tenant's leasehold interest under this Lease are and will be subject, subordinate, and inferior to any liens or encumbrances now or hereafter placed on the Premises by the Landlord, all advances made under any such liens or encumbrances, the interest payable on any such liens or encumbrances, and any and all renewals or extensions such liens or encumbrances.
49. This Agreement may be executed in counterpart.
50. Time will be of the essence of this Agreement.
51. This Lease will constitute the entire agreement between the Landlord and the Tenant. Any prior understanding or representation of any kind preceding the date of this Lease will not be binding on either party except to the extent incorporated in this Lease.
52. The Tenant will indemnify and save the Landlord, and the owner of the Premises where different from the Landlord, harmless from all liabilities, fines, suits, claims, demands and actions of any kind or nature for which the Landlord will or may become liable or suffer by reason of any breach, violation or non-performance by the Tenant or by any person for whom the Tenant are responsible, of any covenant, term, or provisions hereof or by reason of any act, neglect or default on the part of the Tenant or other person for whom the Tenant are responsible. Such indemnification in respect of any such breach, violation or non-performance, damage to property, injury or death occurring during the term of the Lease will survive the termination of the Lease, notwithstanding anything in this Lease to the contrary.
53. The Tenant agrees that the Landlord will not be liable or responsible in any way for any personal injury or death that may be suffered or sustained by the Tenant or by any person for whom the Tenant are responsible who may be on the Premises of the Landlord or for any loss of or damage or injury to any property, including cars and contents thereof belonging to the Tenant or to any other person for whom the Tenant is responsible.
54. The Tenant is responsible for any person or persons who are upon the or occupying the Premises or any other part of the Landlord's premises at the request of the Tenant, either express or implied, whether for the purposes of visiting the Tenant, making deliveries, repairs or attending upon the Premises for any other reason. Without limiting the generality of the foregoing, the Tenant is responsible for all members of the Tenant's family, guests, servants, tradesmen, repairmen, employees, agents, invitees or other similar persons.
55. During the last 60 days of this Lease, the Landlord or the Landlord's agents will have the privilege of displaying the usual 'For Sale' or 'For Rent' or 'Vacancy' signs on the Premises and may use a keysafe/lock box for showing the property with a phone call/E-mail first.

IN WITNESS WHEREOF EASTON REALTY has duly affixed its signature by a duly authorized officer under seal and _____ have duly signed under hand and seal on this date: _____

Property Management/Agent

Resident

Date

Date

Resident

Date

Resident

Date

The Tenants acknowledge receiving a duplicate copy of this Lease , understand this lease and agree to its terms: Tenants and the Landlord on this date: _____

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ADDENDUM A

SECURITY DEPOSIT

For property located at _____
Leased by: _____
To: _____ Commencing: _____

In order that no misunderstandings might arise concerning the security deposit, it is the purpose of this Addendum to explain to the Resident the terms under which the security deposit will be returned. The policy is as follows:

1. The security deposit is not considered to be rent for any period and under no circumstances can it be used as the last month's rent. It is to be returned to the resident, subject to the following:
 - a) The full term of the lease has expired.
 - b) A full calendar month's written notice was given prior to vacating the property.
 - c) There is no damage to the property beyond ordinary wear and tear.
 - d) The entire property is in clean and good condition. The range and oven are clean and free of grease. The refrigerator is clean, defrosted, and all food has been removed. The bathrooms, including toilets, sinks, tubs and showers, are clean and disinfected. The closets and cupboards are clean and empty.
 - e) The walls, ceilings and paint are in good condition. There are no stickers, deep scratches or holes in the walls (small finishing nail holes are permitted). There is no contact paper or any other unauthorized wall coverings left on walls. There has been no unauthorized painting.
 - f) There are no unusual indentations or deep scratches in the floor or tears in the carpet. Floors must be swept and mopped and carpets must be vacuumed and shampooed.
 - g) All trash, garbage, rubbish, and debris has been removed from the property and placed in designated containers.
 - h) All windows are cleaned and closed.
 - i) There are no unpaid charges or delinquent rents.
 - j) All keys have been returned to Landlord.
 - k) Resident's forwarding address has been given to Landlord in writing.
2. If prior to moving out you do not clean the items listed below or leave them in unsatisfactory working condition, or if any items are missing or damaged to the point that they must be replaced, the following charges will be deducted from your security deposit or owed to us if your security deposit is insufficient to cover the charges. The prices given for the items listed below are average prices only. If we incur a higher cost for cleaning, repairing, or replacing, you will be responsible for paying the higher cost.

Please note that this is not an all-inclusive list, you can be charged for cleaning, repairing or replacing items that are not on this list.

CLEANING CHARGES

Kitchen Cleaning	\$40.00
Appliances	\$25.00 each
Floor Cleaning	\$40.00 per room
Bathroom Cleaning	\$40.00
Windows	\$25.00
Trash Removal	\$20.00 per hour
Labor	\$20.00 per hour
Toilet Cleaning	\$20.00
General Cleaning	\$40.00 minimum

MISCELLANEOUS

Carpet Shampooing	\$75.00 minimum
Carpet Repair	\$50.00 minimum
Wallpaper Removal	\$150.00 minimum
Painting	\$225.00 minimum
Tile Floor	\$55.00 minimum
Drywall Repair	\$25.00 minimum
Mini-Blinds	\$25.00

REPLACEMENT CHARGES

Curtain Rods	\$7.00
Door Keys	\$5.00
Lock Change	\$50.00
Light Bulb	\$1.00
Shower Rod	\$15.00
Medicine Cabinet	\$85.00
Batteries	\$2.00 per battery
Door Stop	\$1.00
Interior Door	\$50.00 minimum
Exterior Door	\$100.00 minimum
Light Fixture	\$15.00 minimum
Refrigerator	\$450.00 minimum
Drip Pans (4)	\$20.00
Dryer Vent	\$5.00
Tissue Roll Holder	\$10.00
Outlet Cover	\$2.00
Sink Strainer	\$2.50
Showerhead	\$15.00
Towel Bar	\$10.00
Countertop	\$125.00 minimum
Window Screen	\$20.00 per screen
Window Glass	\$30.00 minimum
Range	\$350.00 minimum
Range Burners	\$85.00
Refrigerator Glass	\$75.00
Trays or shelves	
Sink Stoppers	\$3.00

3. An itemized bill will be sent to Resident’s forwarding address detailing any charges including unpaid rent, unpaid utilities, any other unpaid amounts due Landlord under the Lease, or the costs illustrated here. If the security deposit is inadequate to cover the charges, Resident will be billed for the excess.
4. The security deposit will be refunded only by check, mailed to the forwarding address given to Landlord in writing. No refund will be made until a forwarding address is given in writing. The check will be made payable to all forwarding persons who signed the lease; regardless of who actually paid the deposit.

I/WE have read and agree to the foregoing.

_____	_____	_____
Property Management/Agent	Resident	Date
_____	_____	_____
Date	Resident	Date
	_____	_____
	Resident	Date

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ADDENDUM B

Reservation Fee

Easton Realty will remove _____, _____,
OH _____, off the market as requested by:

(Tenants) _____ for an amount equal to one (1)
month's rent, \$ _____. These monies secure the home for the aforementioned. If
tenants decide not to occupy said property, these monies are forfeited by tenant and will
not be refunded for any circumstance. Upon occupancy these monies will become the
deposit of said property and refunds will be subject to ADDENDUM "A" Security
Deposit, attached.

ADDENDUM C

Renter's Insurance

**Easton Realty will require all tenants to be covered by Renter's Insurance. At the
commencement of the "Residential Tenancy Agreement", and throughout this
agreement. An original "Declaration of Insurance" must be submitted to Easton
Realty before the desired move-in date.**

I/WE have read and agree to the foregoing.

_____	_____	_____
Property Management/Agent	Resident	Date
_____	_____	_____
Date	Resident	Date
	_____	_____
	Resident	Date

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**ADDENDUM D
SMOKE DETECTOR**

THE UNDERSIGNED LESSEE(S) ACKNOWLEDGE THAT THE LIVING AREA OF THE LEASED PREMISES CONTAIN A SMOKE DETECTOR AND THAT LESSEE(S) HAS INSPECTED SUCH SMOKE DETECTOR AND IT IS IN WORKING ORDER AS OF THE DATE OF THIS LEASE.

LESSEE(S) ALSO ACKNOWLEDGE THAT HE IS AWARE THAT UNDER LOCAL CITY CODE, THAT THE TENANTS ARE RESPONSIBLE FOR MAKING INSPECTIONS OF THIS SMOKE DETECTOR TO SEE IF IT IS OPERATIONAL AND FOR GIVING WRITTEN NOTICE TO LESSOR IF THE SMOKE DETECTOR IS FOUND TO BE INOPERATIVE.

WHEN THE SMOKE DETECTOR BEEPS, THAT MEANS THAT THE BATTERY NEEDS REPLACED IMMEDIATELY. ALTHOUGH IT IS THE TENANT'S RESPONSIBILITY TO REPLACE EXPIRED BATTERIES IN SMOKE DETECTORS AND KEEP THEM OPERABLE, WE WILL ASSIST UPON REQUEST. IF THE TENANT FEELS INCAPABLE OF REPLACING THE BATTERY, FOR WHATEVER REASON, THE PROPERTY MANAGEMENT WILL HELP REPLACE IT AT THE TENANT EXPENSE.

TENANTS ARE FORBIDDEN FROM REMOVING BATTERIES FOR PERSONAL USE. A DEAD BATTERY MUST BE IN THE DETECTOR TO BE REPLACED.

I/WE have read and agree to the foregoing.

_____	_____	_____
Property Management/Agent	Resident	Date
_____	_____	_____
Date	Resident	Date
	_____	_____
	Resident	Date

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ADDENDUM E

ELECTRIC TURN ON NOTICE
GAS TURN ON NOTICE
WATER & SEWER TURN ON NOTICE
TENANT PAYS FOR REFUSE PICK-UP

Property Address: _____

New Resident's Name: _____

Move-In Date: _____

American Electric Power Account #: _____

Gas Account #: _____

Water Account#: _____

Sewer Account#: _____

Refuse Account#: _____

*By signing this addendum, the below resident(s) agree that they have had the electric placed in their name and know they are responsible for all electric bills from this date of move-in until their move-out date.

I/WE have read and agree to the foregoing.

Property Management/Agent Resident Date

Date Resident Date

Resident Date

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ADDENDUM F

- 1. No parking or driving of any vehicle on grass.**
- 2. Your car can be TOWED WITHOUT NOTICE if it is inoperable, has a flat tire, has expired tags.**
- 3. No 3-Party Checks**
 - a. We Don't Cash Checks**
 - b. We Don't Take Checks Paid To You**
 - c. No Personal Checks For Late Rent**
- 4. Rent is late if paid on and after the 6th of the month and is subject to late fees. No exceptions.**
- 5. No painting, wallpapering, or repairing of anything without written permission by management.**
- 6. Keys not returned at time of move-out will have a fee of \$250 for lock change.**
- 7. Garage Door Openers not returned are \$75.00 each.**
- 8. Pet odor in carpet could equate to entire replacement of all carpet and the cost passed on to tenant.**
- 9. Tenant is responsible for all yard work. Tenant will mow lawn and keep the yard clean of debris.**
- 10. Tenant will not put yard ornaments in yard, or boat/camper on grass.**
- 11. All toys, and such, will be put away every day and not left in the yard or driveway.**

I/WE have read and agree to the foregoing.

Property Management/Agent

Resident

Date

Date

Resident

Date

Resident

Date

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ADDENDUM G

PET AGREEMENT

Any pet may be rejected by management for any reason management deems appropriate. Snakes are not allowed! There are substantial penalties if any resident has a pet without first securing prior written approval of management, or for violation of any pet rules.
2 PET MAXIMUM

Name: _____
Address: _____

___Dog___Cat___Bird___Other___Male___Female___Weight
Name of Pet(s): _____
Breed or Type of Pet(s): _____
Coloring and Markings: _____

PET RULES

When signed by residents and by the manager/agent, and subject to the collection of a non-refundable \$ _____ Pet deposit plus an additional \$ _____+\$_____ per month per pet, and further subject to the rules contained herein and in the resident's lease agreement, it is hereby agreed that the resident may have pets during the term of their lease agreement. Resident agrees to register the pet with the manager/agent, and to secure the manager/agent written approval before bringing the pet onto the property. It is also understood that the manager/agent has the right to refuse to allow any pet on the property for any reason manager/agent deems appropriate.

1. The pet fee is required for a single and specific pet on the property. In all cases the pet deposit is non-refundable. The security deposit already placed with management and the resident agrees that the total may be applied in the event of damages to the property, or unpaid rent or other charges as provided by the lease agreement and the security deposit addendum executed by the resident, and is subject to all provisions of the security addendum.
2. Pets other than cats and dogs must be kept in a cage on property. Snakes are not allowed under any circumstance.
3. Pets are allowed outside the dwelling unit only while on a leash and while accompanied by the resident. Pets will not be tied up outside the dwelling unit or on the patio or porch. Residents will have a sanitary waste remover commonly

- called a “Pooper Scooper” or “Pet Scooper” with them at all times while walking the pet outside the dwelling and agrees to remove all pet waste and dispose of it properly.
4. The resident agrees to be totally responsible for the pet. Resident agrees to pay all costs for any damage done by the pet to furnishings or property inside or outside of dwelling unit.
 5. The resident agrees to hold management harmless from any claims should the pet escape from the dwelling/property or become lost or missing and especially acknowledges that management or managements employees and designees will be entering the property on periodic basis for maintenance cleaning and pest control.
 6. Resident agrees that permission to have a pet on the property may be cancelled by management for any reason management seems appropriate.
 7. If permission to have a pet is revoked by management for any reason, resident agrees to remove the pet from the property within forty-eight (48) hours of receipt of the notice from management/agent. If resident does not remove the pet from the property within ten (10) days, such violation of the rules may at management’s option constitute grounds for eviction of the resident.
 8. Resident agrees to pay twenty-five (\$25.00) for any infraction of the pet addendum that management deems necessary.
 9. Birds must be confined to a cage at all times.
 10. Residents shall not permit their pet(s) to disturb, interfere or diminish the peaceful enjoyment of neighbors and their properties. The terms “Disturb, Interfere and Diminish” shall include but not be limited to: Barking, Howling, Chirping, Biting, Scratching and other like activities.
 11. Residents must provide litter boxes for cat waste, which must be kept in the inside dwelling. Residents shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary.
 12. Residents shall take adequate precautions and measures necessary to eliminate pet odor within or around the property, and shall maintain the property in a sanitary condition at all times.
 13. If pet(s) are left unattended for a period of twenty-four (24) hours or more, the Property Manager may enter the property and remove the pet(s) and transfer pet(s) to the proper facilities.
 14. No animal shall be permitted to be loose and run out on the property.
 15. If any pet gives birth to a litter, the resident shall report it to management and when weaned must be removed all except one.
 16. Resident pet owners are responsible for the safety and health of their pet(s) during scheduled occasions when property is being treated for disinfestations. Management shall not be liable for the ill health or death of a pet as a result of the periodic disinfestations treatment.
 17. In the event of the death of a pet, the resident shall properly remove and dispose of the remains. The remains shall not be place in any container on the property.
 18. Residents must identify an alternate custodian for pets in the event of resident illness or other absence from the property. This identification of an alternate custodian must occur prior to management issuing a pet registration permit.

19. Residents shall not alter their property, patio or any area in order to create an enclosure for any pet.
20. Residents are prohibited from feeding or harboring stray animals. The feeding of a stray animal shall constitute having a pet without the written permission of management.
21. Dogs and cats must be spayed or neutered; all cats must be declawed.
22. Dogs and cats must be currently licensed yearly with the county and residents must show proof of current rabies and distemper booster inoculations.

I have read and understand the rules regarding having pets at this property as set out in the pet rules above, and I agree to abide these rules as well as the rules and regulations and all other provisions of my lease agreement.

I affirm that the information given regarding having pets at this property set out in pet rules above, and I agree to abide by these rules as well as the rules and regulations and all other provisions of my lease agreement.

I affirm that the information given regarding my pet(s) is true and accurate. To the best of my knowledge and belief, and that my pet(s) have had all shots as recommended by the local health department or other city, county or state agency regulating such manners. I will continue to have all shots at the normal intervals while at this property.

ADDITIONAL PET RULES:

- 1. Dogs Not Allowed: Pit Bull, Doberman, German Shepard, Chow, Rottweiler**
- 2. When You're Not Home: Dog in cage, Dog muzzled**
- 3. When Dog Outside: On leash at all times, Clean up mess**
- 4. When Cat Outside: No cats running loose**
- 5. No pets tied up outside.**
- 6. Clean Up After Your Pet: Unsanitary conditions on property will not be tolerated.**
- 7. Pet privileges may be revoked on first offence. If revoked, you will be given a 3-day eviction notice to remove pet from premises. If pet remains, you will be evicted.**

I agree not to have the pet(s) at my property prior to securing approval from management and paying my pet deposit.

I/WE have read and agree to the foregoing.

Property Management/Agent	Resident	Date
Date	Resident	Date
	Resident	Date

94C NORTH WOODS BLVD.
COLUMBUS, OH 43235
Phone: 614-599-5772, Fax: 614-424-8371
eastonrealty@park-west.com

ADDENDUM F

MOLD AND MOLD-FORMING CONDITION DISCLOSURE

Landlord certifies that to the best of Landlord knowledge and belief (check all that apply):

Landlord has no knowledge of the presence of conditions that could lead to the growth of mold (excessive humidity, water leakage, drainage problems, flooding, etc).

Landlord has treated the subject Property for mold growing on structural components such as beams, studs, posts, wall cavities or penetrating (growing below the surface) of walls, ceilings or floors ("penetrating" does not mean a small amount of mold or mildew growing on shower curtains, showers or bathtubs)

Landlord knows of the presence of conditions that could lead to the growth of mold (excessive humidity, water leakage, drainage problems, flooding, etc). (Please provide details)

The Landlord makes this disclosure knowing that the listing agent, the buyer agent, and any potential buyer(s) will rely on the information contained on this disclosure.

I/We have received and read this form. Completion of this form does not mean that the Landlord has performed any investigation of the Property or that Landlord) warrants that the Property is without mold.

Note: Mold is present in all homes, and there are currently no standards for the presence of mold or mold remediation

_____ Property Management/Agent	_____ Resident	_____ Date
_____ Date	_____ Resident	_____ Date
	_____ Resident	_____ Date

EASTON REALTY
94C NORTH WOODS BLVD.
COLUMBUS, OH 43235
Phone: 614-599-5772, Fax: 614-424-8371
eastonrealty@park-west.com

General Maintenance and Emergency Call Instruction

The following instructions are for all general maintenance and emergency text/calls 614-599-5772.

During the regular business working day text/call our main office number for all concerns.

Phone Number: **614-599-5772**

Office Hours: 10:30AM -----4:30 PM, Monday through Friday

General Maintenance: For all general maintenance calls, it may take up to (10) working days for repairs to be completed. If calling in for general maintenance after the office closes, please text or leave a message and your request will be written up the following day.

Lawn Maintenance: The city requires the grass to be no more than 8" high. If you are out of compliance, Easton Realty is required to cut grass at a cost of \$85.00. This will be billed to the tenant.

Emergency Maintenance : For Emergency Maintenance calls on week-ends and after hours text/call or leave a message at the following number:

Phone Number: **614-599-5772**

Emergency Maintenance:

On weekends or after office hours, maintenance will respond only to the following emergencies:

1. No heat (35 degrees or cooler outdoors)
2. No air conditioning (95 degrees or higher outdoors)
3. Fire (call 911 or Fire Dept. First)
4. Sewer back up
5. Major water leak that could cause property damage
6. Refrigerator not working
7. Window broken out
8. No water, gas or electricity

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MOVE IN/ MOVE OUT PROPERTY INSPECTION REPORT

TENANTS _____

ADDRESS: _____

<u>ITEM DESCRIPTION</u>	<u>MOVE-IN CONDITION</u>	<u>MOVE-OUT CONDITION</u>
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KITCHEN	DATE:	DATE:
FLOORING/WALLS		
CABINETS/COUNTERS		
APPLIANCES		
LIGHTING FIXTURES		
OTHER:		

DINING ROOM		
FLOORING/WALLS		
LIGHT FIXTURES		
WINDOWS/SCREENS		
OTHER:		

LIVING/FAMILY ROOM		
FLOORING/WALLS		
DOORS/LIGHT FIXTURES		
WINDOWS/SCREENS		
FIREPLACE		
Other:		

BATHROOM 1ST FLOOR		
FLOORING/WALLS		
CABINETS/COUNTER		
CLEANLINESS		
OTHER:		

BATHROOM MASTER		
FLOORING/WALLS		
CABINETS/COUNTER		
CLEANLINESS		
OTHER:		

BATHROOM Hallway upstairs		
FLOORING/WALLS		
CABINETS/COUNTER		

CLEANLINESS		
OTHER:		

BEDROOM MASTER

FLOORING/WALLS		
DOORS/LIGHT FIXTURES		
WINDOWS/SCREENS		
OTHER		

BEDROOM #2

FLOORING/WALLS		
DOORS/LIGHT FIXTURES		
WINDOWS/SCREENS		
OTHER		

BEDROOM #3

FLOORING/WALLS		
DOORS/LIGHT FIXTURES		
WINDOWS/SCREENS		
OTHER		

BASEMENT

HEATING/COOLING		
OTHER:		

GARAGE

DOOR		
OPENER		
OTHER: shelving		

OUTSIDE YARD

LAWN CARE		
DRIVEWAY		
OTHER		

COMMENTS

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Date:

TENANTS SIGNATURES:	DATE:	DATE:
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