LEASE CHECKLIST

Before you sign your lease, make sure you have reviewed all of the important terms and that you understand your obligations. Discuss any questions with your landlord, and include all changes in writing on the lease agreement. You might also want to consider taking photos and/or videos of the rental premises.

RENT

Amount__________________________________________________________
Due_____________________________________________________________
When First Installment Due___________________________________________
Penalty for Late Payment____________________________________________
Can Rent be Raised________________________________________________
Amount of First Payment____________________________________________
(Will it be pro-rated?)

TIME OF OCCUPANCY

Dates:
Move-In:____________________                  Move-Out:____________________
Time Required for Notice of Renewal___________________________________
Time Required for Notice of Moving Out_________________________________
Maximum Number of Occupants______________________________________

SECURITY DEPOSIT

Amount__________________________________________________________
Conditions for Return_______________________________________________
Date for Return____________________________________________________

DAMAGES

Who is Responsible for Damages_____________________________________
How/When will They be Assessed_____________________________________
Who is Responsible for Repairs_______________________________________
Note Damage Incurred before Occupancy_______________________________

ADDITIONAL COSTS

Utilities__________________________________________________________
Deposit for Pets___________________________________________________
Parking__________________________________________________________
Laundry__________________________________________________________
Cleaning_________________________________________________________
Other____________________________________________________________
LAUNDRY
Machines Provided_________________________________________________
May Tenants Install_________________________________________________
Limitations________________________________________________________
Location__________________________________________________________

INSPECTION
How Much Notice____________________________________________________
Who Else may Enter________________________________________________

PARKING
Where______________________________________________________________
How Many Spaces____________________________________________________
Limitations__________________________________________________________
Decal/Permits Required______________________________________________

TERMINATION
Can the Unit be Subleased___________________________________________
Can the Unit be Assigned____________________________________________
If so, under what Conditions________________________________________

CHANGES IN THE AGREEMENT
Can the Agreement be Changed______________________________________
How______________________________________________________________
By Whom__________________________________________________________

CLEANING
Who is Responsible________________________________________________
How Often________________________________________________________
Equipment Provided________________________________________________

RESTRICTIONS
Smoking____________________________________________________________
Noise Level________________________________________________________
Property Storage____________________________________________________
Pets_______________________________________________________________
Alterations_________________________________________________________
Conduct/House Rules________________________________________________