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________________________________________________