

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 _____