

# TENANT ACKNOWLEDGEMENTS

I acknowledge Local Leasing & Property Management's "Rules and Regulations" and understand that they are an addendum to and part of the Residential Lease Agreement. I understand that these rules may be updated regularly and I am still required to follow the most updated compilation. Rules and Regulations can be found on [www.goodlifeislocal.com](http://www.goodlifeislocal.com) under the tenant tab.

I acknowledge I must complete the Inventory & Condition Form and return it to Local Leasing & Property Management within 3 days of the lease commencement date.

I acknowledge that unauthorized occupants are not allowed, and that there will be a \$500.00 per person charge, plus \$10.00 per day additionally for each violation of the occupancy restrictions, per lease agreement.

I acknowledge that Local Leasing & Property Management has a zero tolerance policy for rent payments, and will not waive or negotiate late fees. Rent is due in our office on or before the first day of the month. There are no exceptions, even if the first falls on a non-business day, or holiday. Are there any exceptions to this policy? Fair Housing Laws require that we treat every tenant equally and the only way to do so is to enforce the rules equally; therefore, late charges are enforced equally across the board.

I acknowledge that the lease agreement gives Local Leasing & Property Management authorization to have periodic reviews of the property performed for the property owner and that I must schedule that review within 10 days of being requested in writing. I also acknowledge that I must allow vendors to complete all required repairs within 10 days of being notified in writing of the repairs. I also acknowledge that I must pay for tenant repairs (damage beyond normal wear and tear or otherwise required by the lease) before the next rent cycle otherwise my money will first be applied to the required repairs. I understand that I must first pay for repairs before I dispute them.

I acknowledge that all repair requests must be in writing. Maintenance requests can be submitted through our AppFolio tenant portal. Emergency repair requests may be called in, but please follow up these requests in writing so that we may swiftly dispatch a vendor.

Mailbox keys are only issued by your local Post Office branch. You can pick up your mailbox key by calling (800) 275-8777. Ask for USPS > Press 00 to bypass the main menu > Give the customer service representative your address and zip code, and they will inform you of which post office services your property.

If you intend to have a satellite dish installed at the property, you must receive written approval from Local Leasing & Property Management. A Fee of \$250.00 is required prior to making any installations. At the end of your lease you are required to return all wiring to "cable ready" condition, remove any satellite specific cables, dishes, poles, repair any damage to the roof/decking/siding, and correct any other changes resulting from the satellite installation.

Upon move out all cleaning must be finished on or before the lease expiration date (your move-out date). Should you not fulfill all of these obligations, they will be completed for you by Local Leasing & Property Management will add a \$100.00 coordination fee to schedule any repairs/unfinished work.

A move out review will be done of the property upon your surrendering. If the property is found to be not rent-ready and needs any make-ready work scheduled, the cost of the property review will be charged to your security deposit. The charge is \$150. This review is not scheduled with you upon surrendering- you do not need to be present.

## TENANT FEE SCHEDULE

### **“NOTICE TO VACATE” EVICTION POSTING FEE- \$100.00**

This fee is charged when rent is late, and the eviction process has begun. The \$100 charge will be assessed to the tenant in addition to late charges. This fee would be charged if the tenant is late in paying rent. A notice to vacate form will be sent to the property and the charge will be assessed to the tenant.

### **CERTIFIED LETTER FEE- \$25.00**

This fee will be levied for any occasion the Resident is sent a certified letter for negative reasons. Examples are pending eviction, an unauthorized pet, failure to respond to email and telephone correspondence from Local Leasing & Property Management, or any other lease violation.

### **UNAUTHORIZED PET FEE- \$500 PLUS \$25.00/DAY**

This fee will be levied for any occasion the Resident is found to have an unauthorized pet. All pets must be screened at [www.goodlifeislocal.com/pets](http://www.goodlifeislocal.com/pets).

### **MOVE-IN ADMIN FEE- \$200.00**

This fee is paid upon acceptance of a lease application. This covers the administrative costs for preparing and executing a lease.

### **LEASE RENEWAL FEE- \$75.00**

This fee would be charged once a tenant signs a lease renewal with Local Leasing & Property Management. This covers the administrative costs for preparing and executing a lease renewal.

### **MOVE OUT PROPERTY REVIEW- \$150.00**

This charge is to document the condition of the property at time of move-out. This documentation will be compared to the property move-in condition to determine which charges a tenant is responsible for and which the owner is responsible for.

### **FAILURE TO MAINTAIN UTILITIES- \$150.00**

Tenants vacating the property are required to maintain utilities until the final day of their lease. Failure to maintain utilities requires the staff to reconnect utilities and reschedule any vendors. This delays any repairs that might be needed and potentially costs the owner days of rent.

### **“MAKE-READY” COORDINATION FEE FOR CLEANING OR REPAIRS- \$200.00**

This fee is charged if Local Leasing & Property Management must make additional arrangements to provide cleaning service, lawn service, carpet cleaning, or repairs to any damage done to the home caused by tenant negligence or abuse. Receipts are kept for costs involved and can be provided to the tenant. This fee is meant to cover the administration cost of organizing this work on the tenant's behalf.

### **GERMAN ROACH EXTERMINATION FEE- \$300.00**

This fee is to cover the costs of extermination of German Roaches if found at the property at time of move out. German Roaches are highly resilient and must be bombed and cleaned up daily for 3-5 consecutive days. This fee covers the costs of chemicals and multiple consecutive trips to the property.

### **TENANT BENEFIT PACKAGE- \$50/MONTH**

This monthly fee pays for the door front delivery of the exact number and size of HVAC filters for the property delivered as required by the lease. It also covers the Home Buyer Program, Emergency Maintenance Line, Tenant Portal, etc.

### **SATELLITE DISH INSTALLATION FEE- \$250.00**

This fee is required prior to making any Satellite Dish installations. Tenant is responsible for returning all wiring to “cable ready” condition, removing any satellite specific cables, dishes, poles, repairing any damage to the roof/decking/siding, and correcting any other changes resulting from the satellite installation.



**A LOCAL TEAM YOU CAN TRUST**

8546 Broadway #235  
San Antonio, TX 78217

210-761-HOME  
www.goodlifeislocal.com

**NSF FEE- \$75.00**

This fee is required for each payment Tenant tenders to Local Leasing & Property Management which is returned or not honored by the institution on which it is drawn for any reason.

**LOCK BOX REMOVAL FEE - \$250**

This fee is required when a lock box is removed from the property.

**RELETTING FEE - ONE MONTH'S RENT**

This fee is required if the lease agreement is terminated early.

**LEASE/HOA VIOLATION FEE- \$20-\$75/PER INCIDENT**

These fees are charged per incident of Lease or HOA Violation and are charged in addition to the cost of any necessary remediation or HOA fees.

**NON DISPARAGEMENT/REPRESENTATIONS- VARIABLE**

TENANT and LOCAL LEASING & PROPERTY MANAGEMENT mutually agree, that as additional consideration, specifically the mutuality of this clause, each is prohibited from making disparaging remarks/statements or publications regarding the other to any third party, internet, web-based, cloud based, or review type publication site, effective the date of this agreement. This provision relates to remarks/statements/publications/opinions/evaluations or any other thought process reduced to writing regarding: (1) this agreement; (2) any parties' performance under this agreement; (3) the lease agreement to which this provision is an addendum to; (4) any duty or obligation or action of or by the property manager that relates to or touches upon the management of this property.

If any dispute arises regarding whether any remark, statement, or publication is disparaging, the parties agree that for purposes of this provision, expressly including the enforcement of this provision detailed below, that any remark, statement, or publication shall be irrefutably deemed disparaging if: (1) the other party requests, in writing, that the writing/publishing party remove the remark and/or publication; and (2) the remark and/or publication is not removed within 72 hours of said requests. TENANT, and LOCAL LEASING & PROPERTY MANAGEMENT mutually agree that damages for failure to comply with this provision shall be liquidated at \$250 per day for each remark/statement/representation that is disparaging or is not removed within 72 hours of request to remove said remark/statement/representation.

TENANT and LOCAL LEASING & PROPERTY MANAGEMENT further agree that enforcement of this provision is appropriate through a temporary restraining order and/or injunctions and permanent injunctions, notwithstanding any rights under the First Amendment to the United States Constitutions or other codified statute, regulation, or code and that any party who prevails on enforcement of this provision, whether for monetary damages or injunctive relief is entitled to recover attorney fees against the other. The parties to this agreement agree that this provision shall survive the termination, expiration, or cancellation of the lease and this agreement is enforceable at any time should any party publish a remark/statement/publication or other writing which is subject to this provision.

LOCAL LEASING & PROPERTY MANAGEMENT will not tolerate our staff or employees being screamed at, cursed at or mistreated. Mistreatment of our staff or employees is grounds for non-renewal of the lease agreement.

**ATTORNEY FEES- VARIABLE**

Notwithstanding the lease agreement, each party who is involved in any litigation and/or arbitration proceeding in any action relating to or touching upon the lease or the obligations/duties therein shall bear its own costs and/or attorney fees. Court costs, arbitration costs, expert witness fees expenses/costs/depositions costs or any other cost expenses related to the filing of, and/or prosecution/defense of a lawsuit shall not be recoverable by any party to any dispute.

Disclosure Rights: If someone requests information on your rental history for law-enforcement, governmental, or business purposes, we may provide it. We may also report rental payment data to credit agencies.



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BROKER'S ASSOCIATE

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TENANT

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BROKER'S ASSOCIATE'S PRINTED NAME

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TENANT'S PRINTED NAME

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BROKER'S PRINTED NAME/LICENSE#

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TENANT

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FIRM NAME

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TENANT'S PRINTED NAME