



**Continue**

**RESIDENTIAL LEASE/RENTAL AGREEMENT**

**PARTIES: LANDLORD** \_\_\_\_\_

**TENANT(S)**  
\_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**1. RENTAL AMOUNT:** Beginning \_\_\_\_\_, 20 \_\_\_\_ TENANT agrees to pay LANDLORD the sum of \$ \_\_\_\_\_ per month in advance on the \_\_\_\_ day of each calendar month. Said rental payment shall be delivered by TENANT to LANDLORD or his designated agent to the following location: \_\_\_\_\_. Rent must be actually received by LANDLORD, or designated agent, in order to be considered in compliance with the terms of this agreement.

**2. TERM:** The premises are leased on the following lease term: (please check one item only) \_\_\_\_ month-to-month (or) \_\_\_\_ until \_\_\_\_\_, 20 \_\_\_\_.

**3. SECURITY DEPOSITS:** TENANT shall deposit with landlord the sum of \$ \_\_\_\_\_ as a security deposit to secure TENANT'S faithful performance of the terms of this lease. The security deposit shall not exceed two times the monthly rent. After all the TENANTS have left, leaving the premises vacant, the LANDLORD may use the security deposit for the cleaning of the premises, any unusual wear and tear to the premises or common areas, and any rent or other amounts owed

**4. INITIAL PAYMENT:** TENANT shall pay the first month rent of \$ \_\_\_\_\_ and the security

**LEASE AGREEMENT**

This lease agreement dated: \_\_\_\_\_ is an agreement between:

**The Landlord:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

And

**The Tenant:**

Name: \_\_\_\_\_

Address (the property) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The agreement covers the property including furniture, carpets, curtains, fixtures and fittings and any other items listed on the Inventory List (See: Appendix)

**The Term of Lease:** \_\_\_\_\_

**Start Date of Lease:** \_\_\_\_\_

**Rent:** € \_\_\_\_\_ (week / month)

**Security Deposit:** € \_\_\_\_\_

2. The term of this rental agreement shall commence on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and shall end on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.
3. Concurrently with the Tenant's execution of this rental agreement, Tenant shall pay to Landlord as rent the sum of \$ \_\_\_\_\_.
4. All personal property belonging to Tenant, located in or about the premises, shall be there at the sole risk of Tenant.
5. The Tenant agrees that during the term of this rental agreement, he will indemnify and save Landlord harmless from any and all liability and from all claims for any damages, loss or injury to Tenant, his agent's guests or invitees, or to the property of the Tenant, occasioned by or resulting from Tenant's occupancy of the premises, unless such claims are the result of negligence on the part of Landlord, his agents, or employees.

No dogs, cats, pets, or other animals shall be kept in or about the premises by the Tenant or his guests.

Tenant shall hold no loud parties in or about the premises. Tenant shall conduct himself, and shall require other persons on the premises with the Tenant's consent, whether known by the Tenant or not, to conduct themselves in a manner that will not disturb Tenant's neighbors peaceful enjoyment of their premises.

No smoking by Tenant or his guests will be allowed in the cottages or on the porches.

1. No open fires are allowed and no cooking on the porches is allowed.
2. An adult must accompany all children when on the dock.
3. Use of any rental or free watercraft or bicycles is at your own risk.
4. Any damage to rental or free items is at your own expense.

## LEASE RENTAL AGREEMENT

This Rental Agreement and/or Lease shall evidence the complete terms and conditions under which the parties whose signatures appear below have agreed. Landlord/Lessor/Agent, \_\_\_\_\_ shall be referred to as "OWNER" and Tenant(s)/Lessee, \_\_\_\_\_ shall be referred to as "RESIDENT." As consideration for this agreement, OWNER agrees to rent/lease to RESIDENT solely as a private residence, the premises located at \_\_\_\_\_ in the city of \_\_\_\_\_.

1. **TERMS:** RESIDENT agrees to pay in advance \$\_\_\_\_\_ per month on the \_\_\_\_\_ day of \_\_\_\_\_ each month. This agreement shall commence on \_\_\_\_\_ and continue until \_\_\_\_\_ as a leasehold. Thereafter it shall become a month-to-month tenancy and tenant may move at anytime given a 30-day written notice intention to vacate premises. Failure to give 30 day notice will result in penalty equal to 1 months rent. If RESIDENT should move from the premises prior to the expiration of this time period, he shall be liable for all rent due until such time that the Residence is occupied by an OWNER approved paying RESIDENT and/or expiration of said time period, whichever is shorter. **READ & ACKNOWLEDGE**

2. **PAYMENTS:** Rent must be paid at such place or method designated by the owner as follows \_\_\_\_\_ All payments are to be made by cash, or money order only. OWNER acknowledges receipt of the First Month's rent of \$\_\_\_\_\_, and a Security Deposit of \$\_\_\_\_\_, for a total payment of \$\_\_\_\_\_. All payments are to be made payable to \_\_\_\_\_. **READ & ACKNOWLEDGE**

3. **SECURITY DEPOSITS:** The total of the above deposits shall secure compliance with the terms and conditions of this agreement and shall be refunded to RESIDENT within \_\_\_\_\_ days without interest, and less any set off for damages to the Premises upon the termination of this Agreement. **READ & ACKNOWLEDGE**

- (a) any unpaid rent,
- (b) cleaning costs,
- (c) key replacement costs,
- (d) cost for repair of damages to premises and/or common areas above ordinary wear and tear, and
- (e) any other amount legally allowable under the terms of this agreement.

A written accounting of said charges shall be presented to RESIDENT within \_\_\_\_\_ days of move-out. If deposits not cover such costs and damages, the RESIDENT shall immediately pay said additional costs for damages to OWNER.

4. **LATE CHARGE:** A late fee of \$\_\_\_\_\_, (not to exceed \_\_\_\_\_ of the monthly rent), shall be added and due for any payment of rent made after the \_\_\_\_\_ of the month. Any dishonored check shall be treated as unpaid rent, and subject to an additional fee of \$\_\_\_\_\_. **READ & ACKNOWLEDGE**

5. **UTILITIES:** RESIDENT agrees to pay all utilities \_\_\_\_\_ and/or services based upon occupancy of the premises except \_\_\_\_\_.

6. **OCCUPANTS:** Guest(s) staying over 60 days without the written consent of OWNER shall be considered a breach of this agreement. ONLY the following individuals . AND NO OTHERS shall occupy the subject

\_\_\_\_ Resident  
 \_\_\_\_\_ Spouse/Co Resident

# RESIDENTIAL-LEASE AGREEMENT

## NOTICE:

Michigan law establishes rights and obligations for parties to rental agreements. This agreement is required to comply with the Truth in Renting Act. If you have a question about the interpretation or legality of a provision of this agreement, you may want to seek assistance from a lawyer or other qualified person.

## We Agree That

(Landlord's Name(s))

## Leases To

- (1) \_\_\_\_\_  
(Tenant's Name)
- (2) \_\_\_\_\_  
(Tenant's Name)
- (3) \_\_\_\_\_  
(Tenant's Name)
- (4) \_\_\_\_\_  
(Tenant's Name)

## The Following Premises To Be Used For Private Residential Purposes Only

(Street Address, City, State, and Zip Code)

### For A Term

Beginning \_\_\_\_\_, 20\_\_\_\_, and  
Ending \_\_\_\_\_, 20\_\_\_\_.

### Month-To-Month

Beginning \_\_\_\_\_, 20\_\_\_\_.

- (a) **JOINT AND SEVERAL TENANCY:** If more than one person signs this lease as a Tenant, their obligations are joint and several. This means that each person is responsible not only for his or her individual obligations, but also for the obligations of all other Tenants. This includes paying rent and performing all other terms of this lease. A judgment entered against one or more Tenant(s) does not bar an action against the others. Each Tenant must initial this paragraph: (1) \_\_\_\_\_, (2) \_\_\_\_\_, (3) \_\_\_\_\_, (4) \_\_\_\_\_.
- (b) **RENT:** Tenant must pay Landlord, as rent for the entire term, a total of \$ \_\_\_\_\_, being \$ \_\_\_\_\_ each month, beginning \_\_\_\_\_, 20\_\_\_\_, and the same amount on or before the \_\_\_\_\_ day, or if that day is not a business day then the first business day after that day, of each succeeding month. Rent must be paid to the Landlord at the following address:

(Street Address, Apartment, City, State, and Zip Code)

(1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_ (4) \_\_\_\_\_ (Each tenant must initial.)

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## Simple rental lease agreement pdf

How do i write a simple rental agreement. How do you write a simple lease agreement. How to write a simple rental agreement. Example of a simple lease agreement.

A Simple 1-Page Lease Agreement is a legally binding rental contract between a landlord (lessor) and a tenant (lessee). It contains only the most necessary terms, such as the lease length and rent owed, to ensure both parties understand their basic contractual obligations of the tenancy. Why Use a Simple 1-Page Lease Agreement? There are many reasons to use a Simple 1-Page Lease Agreement. While a standard residential lease agreement may cover every possible aspect of renting a property it may not be necessary. Clauses dealing with pets, subletting, and common areas may be too much when all you really need is those items essential to the agreement. Benefits of a 1-Page Lease Agreement Benefits of using a 1-Page Lease Agreement include: Attracting a Hesitant Tenant. A standard lease agreement can be long with several complex clauses included. If you find yourself with a qualified yet hesitant tenant, a 1-Page Lease Agreement may be a more approachable option. Easier to Read and Understand. Having everything on one page means that a tenant will not struggle to read through and understand any long complicated clauses. If the tenant does have any questions, a landlord should have no problem providing clarification on these essential items. More Efficient. A 1-Page Lease Agreement forces both parties to prioritize the important items of the lease agreement. Instead of getting dragged down in multiple drafts of a long and complicated lease agreement, the parties can narrow their focus on the essential items. Drawbacks of a 1-Page Lease Agreement There are also some potential drawbacks. Those include: Missing Important Rules. With one page there is only so much space. You may not have room to discuss relevant rules such as pet rules or subletting. Not having this information included in the lease agreement could become a major issue down the road. Security Deposit Details. One page does not give you enough space to discuss, in detail, how the security deposit can be used and how it will be returned to the tenant. Damages. One page is not long enough to go into detail about damages, how they are determined and who is responsible. Handling Illegal Behavior. A single page will likely not address a landlord's rights when things go bad, such as handling a tenant involved in illegal activity. Remember, since you are using a shorter lease agreement, it is important that you do a thorough job screening your tenants. The last thing you want is a tenant causing problems and then claiming that their behavior was not in violation of any terms in the agreement. What to Include in a Simple Lease Agreement In order to make a simple lease agreement that fits on one page you can only include the most essential information. While a 1-Page Lease Agreement keeps things simple, make sure you still tailor it to your situation and any state law requirements. Essential Lease Terms and Conditions All leases should include the following information: Lease Terms. Specifically, whether it is a fixed lease or a month-to-month lease, and the start and end date for the lease term. Payments. Include all payments you will be requiring from the tenant. Signatures. Without signatures from both the landlord and tenants, the agreement will have no legal effect. Specific Items to Include in a Simple Lease Agreement Additionally, the following specifics are important to include as well: Date. The date the lease agreement goes into effect and is being signed. Parties. This will include the landlord and all tenants that will be bound by the lease agreement. It is also recommended that you include the address for the landlord so that the tenants know where to send their rent payment and any other correspondence. Premises. The full property address of the leased rental unit should be included at the beginning of the lease agreement. If there is a unit number make sure you include that as well. Lease Term. The agreement should indicate whether this is a fixed-term lease or a month-to-month lease. If a fixed-term lease, it should include the start and end date of the lease. If a month-to-month lease, it should include when the lease starts and the required notice for ending the lease. Many states require a certain amount of notice for terminating a month-to-month lease. Rent. Include the amount due each month, the date it's due and the method tenants can use to pay their rent (e.g., check, online transfer, etc.). You can also include a request for the last month's rent. This is often done to protect landlords from tenants that leave mid-tenancy or without notice. Late Rent. You should also include any details on what will occur for late rent payments. Just be aware of your state's laws as it applies to the amount of late fee you can charge and whether or not there is a required grace period. Click here for more information on handling issues with past due rent. Security Deposit. A security deposit is a reimbursable deposit used to protect the landlord in case a tenant violates the lease or causes damage beyond normal wear and tear to the property. Include the amount required for the security deposit (usually equal to one month's rent) as well as what items can be deducted from the security deposit. Click here for specific information on your state's security deposit laws. Condition. It is a good idea to make sure you have a short clause that requires the tenant to acknowledge that they received the property in good condition. Right of Entry. There will likely come a time when a landlord will need to enter a tenant's rental unit. Make sure you have a clause that highlights the notice you will provide tenants as well as the reasons you are allowed to enter the premises. Similar to late fees, the right of entry is subject to specific state laws. Utilities. Landlords should list the utilities that they will provide and inform the tenant that they are responsible for paying all other utilities. Other Terms. In this section, you can include any other essential terms you want in your agreement. If you are using our template or a form that contains a similar section, to avoid ambiguity, write "None" if there are no additional terms to the lease agreement. Signatures. Signatures are required from the Landlord as well as all tenants that are part of the lease agreement. These signatures are what make the agreement officially binding. Besides the specific content above, here are some tips to help write an effective lease agreement: Attach Certain Additional Items. If your property was built before 1978, federal law requires you to provide prospective tenants a Lead-Based Paint Disclosure. Also, you should provide the tenant with a Move In Checklist, which will be explained in more detail below. Your state or local laws may require additional attachments as well. Addendum. It may be that you have additional information you want to include outside the agreement but you do not want to use a longer traditional lease agreement. You can include an addendum with whatever additional information is important to your particular lease agreement. If you do choose to add an addendum, make sure you reference it in the agreement (possibly under the "Other Terms" section) and have separate signature lines on the addendum as well. Keep a Signed Copy. Both the landlord and tenant should keep a signed copy of the agreement. What to Do After Signing a Lease Agreement Send a Tenant Welcome Letter After signing the lease agreement, you will want to send your tenant a Tenant Welcome Letter. A Tenant Welcome Letter is a letter to formally welcome a new tenant before their lease begins. A Tenant Welcome Letter provides information to help the tenant make a smooth transition to their new home. Typically this will include resources, contact information, a reminder of important rules and responsibilities, and a Move In Checklist for the initial inspection. Send a Move-In Inspection Checklist In addition to sending a Tenant Welcome Letter, you will also want to schedule a time to conduct a Move In Inspection with your tenant. Using a Tenant Move In Checklist, this inspection should document the condition of the property before a tenant moves in. This inspection will also ensure that the property is in good condition for the tenant and that the tenant has a clear understanding of the landlord's expectations for the property when moving out. A standard residential lease agreement (or "rental agreement") is a written document between a landlord and tenant that formalizes an agreement to rent real property for a fee. The contract must include specific details such as the monthly rent and the responsibilities of each party. Types of Lease Agreements A lease is a legally binding agreement between the landlord and tenant. The agreement allows a tenant to use the property in exchange for a rent payment. Standard/Fixed Term - The most common lease agreement is a fixed term agreement, typically details its due every month, and the lease term is generally one year or a fixed lease period. Month-to-Month - An agreement which typically lasts for 30 days and usually involves an automatic lease renewal. The lease will continue until a tenant or landlord provide a notice to end the tenancy. One Page (Simple) - A simple, one-page agreement between the landlord and tenant for a fixed term. Sublease - This agreement can be constructed in two ways: a tenant who wants to end their lease early, but the landlord denies the early termination and instead decides to rent to a subtenant until the expiration of the lease; or a tenant who wants to remain in the dwelling unit while renting a room to a subtenant. Roommate - This agreement is designed for tenants who live in the same dwelling unit and share common areas. This type of agreement can be constructed in two ways: among roommates, or among roommates and the landlord. Commercial - A lease that is used for commercial business property (e.g., retail, office space, or industrial use). Short-Term (Vacation) - A short-term tenancy that typically lasts a few days. Land Lease - A lease which can be used to purchase home and land. Rent to Own - An agreement where the tenant has the option of purchasing the dwelling unit. Typically, the lease includes both rent payments and additional payments for a down payment on the home. Lease Agreement Basics A lease outlines a plan of tenancy and defines the rights and responsibilities of both the landlord and tenant. What is the difference between a lease and a rental agreement? The biggest reason between a lease agreement and a rental agreement is the length of the contract. Rental Agreement - secures a tenancy for a short period of time, typically a month or a 30-day period. Month-to-month rental agreements typically renew each month unless the landlord or tenant provides a notice to terminate the tenancy. Landlords have the authority to revise the rental agreement and may choose to increase rent, change the terms of tenancy, or terminate the agreement on short notice. Lease Agreement - secures a tenancy for a longer period of time, generally a year. During that time, the landlord is unable to raise the rent or change the terms of the tenancy unless the lease agreement allows for modifications, or the tenant agrees to the changes in writing. Landlords in high vacancy areas often prefer leases due to the income stability and low turnover costs. Can a tenant rent without a lease agreement? Depending on the state, a written lease may be required to make disclosures or impose duties relating to tenancies. Oral lease agreements may satisfy some state or local laws but with no clear written agreement, a potential tenancy conflict may arise. It is important to note that without a written agreement, landlords run the risk of not being able to collect or use a security deposit for unpaid rent or property damage. Can you rent your own lease? You can write your own lease, but to increase landlord-tenant protection, use a lease agreement template or contact an attorney for legal advice. This way, landlords can ensure that the lease is legally compliant and protects your rights as a landlord. Typical Lease Agreement Provisions A lease agreement or rental agreement outlines the basic rules and terms that both the landlord and tenant agree to. Below are examples of important information that should be included in every lease or rental agreement. Names of Tenants/Landlords - The agreement should state the names of the tenants, landlord, or any individual authorized to speak on behalf of or accept payments for the property. Some states require a landlord to disclose the contact information of anyone authorized to speak on behalf of or accept payments for the property to the tenant(s). Resident Contact Information - Knowing how to effectively communicate between a tenant and landlord can save a lot of hassle. Outline how both the tenant and landlord want to be contacted (e.g., text, phone, written notice, etc.). Limits on Occupation - Having this outlined in the agreement guarantees a landlord's right to determine who should be occupying the dwelling unit. If a person's name is not on the agreement, it could potentially be grounds for eviction. Type of Tenancy - The agreement should clearly state what type of tenancy arrangement a landlord will have with the tenant (e.g., month-to-month, fixed term, etc.). Include the start date, tenancy length and expiration date (if there is one). Payment of Rent - Details of how the rent should be paid (i.e., mailing a check, paying online, etc.), acceptable payment methods, the amount of rent owed, the date the rent is due (i.e., the first of every month) should all be explained in the agreement. If a landlord is charging a late fee or charging for a bounced check, this should be outlined in the lease or rental agreement. Deposits and Fees - To avoid any confusion or conflict, it is recommended to describe how the security deposit will be used (i.e., damages), the amount of the security deposit being collected, how the security deposit will be returned and depending on state laws, where the security deposit will be held and if any interested will be paid to the tenant. Any non-refundable fees should be clearly stated such as a pet deposit or cleaning fee. Repairs and Maintenance - The agreement should clearly layout the landlord and tenant's responsibilities to maintain the dwelling unit (i.e., keep the premises clean, changing the batteries in a smoke detector, maintaining the yard, etc.). This should also outline any restrictions imposed on tenant's making repairs to the dwelling unit. Landlord's Access to the Property - To avoid any discrepancies regarding a landlord's right to access the premises and to avoid any privacy issues, it must be clarified in the lease agreement of how much notice must be provided to the tenant. A landlord may access the property to make necessary repairs or in some states to show the unit to potential renters. Rules and Policies - Important rules, regulations, and policies (i.e., smoking restrictions, rent control ordinances, health/safety codes, prohibiting illegal activity, or permitting pets, etc.) should be outlined in the agreement. This helps limit a landlord's liability. Disclosures - Depending on the state, federal, state or local laws might require landlords to disclose information in the agreement. State Lease Agreement Laws After a lease agreement is signed by both parties, the landlord may be required by state law to provide a copy of the rental agreement upon request. Below are some examples of state requirements for providing copies to tenants. State Requirement California Within 15 Days of Execution Delaware Upon Execution Hawaii Provide a Copy Kansas Provide a Signed Copy New Mexico Prior to Move-In New York Within 30 Days of Signing Tennessee Provide a Copy for All Lease Terms 3 Years or Longer Utah Upon Execution Oregon Provide a Copy and All Amendments/Additions Washington Distribute an Executed Copy to Every Tenant Who Signs the Agreement Wisconsin At the Time of the Agreement Required Disclosures and Addendums Required disclosures and addendums vary by state. Disclosures may be made in the lease or rental agreement and addendums may be attached separately to the lease or rental agreement. Below are the most common required disclosures. Lead-Based Paint - It is a federal law that landlords provide notice of the potential risks of lead-based paint in homes built prior to 1978 with a specific disclosure form and pamphlet in addition to any known hazards in the building. Asbestos - Informs tenants if there is asbestos at the property so that a tenant can take certain precautions to minimize the chance of disturbing the asbestos fibers. This disclosure is required for properties built before 1981. Bed Bugs - For rental units with a history of infestation, it is recommended to provide information on the protocol for handling a bed bug infestation. This will notify the tenant of their obligation to cooperate with bed bug prevention by promptly reporting any sign of infestation to the landlord. Landlord's Name & Address - Landlords or any individual authorized to manage the rental property must disclose their name and address so future legal notices and demands that are sent by the tenant can be properly delivered. Mold Disclosure - Informing the tenant of the current mold status of a property to protect against future liability of mold damages which might be caused by a tenant's negligence during the lease term. Shared Utilities Arrangements - For rental units with shared utilities, it is recommended to disclose the specifics of how they are shared, and how each party's bill is calculated, so that tenants have a reasonable expectation of what they owe each month. Move-in Checklist - An itemized list of damages to the property before the tenant moves in will clarify that the tenant is responsible for any serious damages that occur during the lease term. Refundable/Non-Refundable Fees - If nonrefundable fees are charged, such as a pet fee or other one-time expenses like access to amenities, they must be stated as "nonrefundable" in the lease. Otherwise, they may be subject to a refund upon termination of the lease. Smoking - It is recommended to state where smoking or medical marijuana use is and isn't allowed on the property so that expectations are clear. Late and Returned Check Fees - Landlords are recommended to disclose any late fees or returned (bounced) check fees that they intend to charge. Some states limit how high these fees can be and should reflect the actual expenses incurred by the landlord because of a late payment. Illegal Clauses It is unlawful for a landlord to require a tenant to waive any of their rights or place discriminatory conditions in a lease or rental agreement. Illegal provisions may result in the landlord being liable for damages. Here are a few examples of illegal provisions: Warranty of Habitability - Every state (except for Arkansas) has an implied warranty of habitability meaning that landlords have an obligation to keep the dwelling unit in a livable condition. Landlords are required to follow specific health and safety codes that provide minimum standards for rental units. This right to a livable dwelling unit cannot be waived. Tenant Responsible for Maintenance and Repairs - Landlords need to pay for the property's maintenance and repairs; however, many leases and rental agreements are written to purposely confuse tenants when describing the landlord's responsibilities. This is to make tenants feel that the maintenance and repair responsibilities are theirs. It is important to note that in certain circumstances, a tenant may be responsible for a repair if they negligently or deliberately destroy part of the premises. Charging Penalties Instead of Fees - All late fees and nonrefundable fees must be outlined in the lease or rental agreement. Late fees cannot be seen as a penalty for paying rent late, instead, the fee should reflect a reasonable estimate of the amount that the late payment will cost the landlord. Security Deposit - Security deposit deductions are the most common cause of lease disagreements. Tenants cannot be charged for damage they did not cause, costs the landlord did not incur, or normal wear and tear of the property. Many states regulate how a landlord can use a security deposit. How to Write Below is a step-by-step process on how to fill out a lease agreement. Section I. The Parties Date - Include the date when the agreement was written. Landlord's Contact Information - Include the landlord's name and current mailing address. Tenant's Names - State the tenant(s) full name(s). Section II. Location of the Premises Address - Include the property address that is being leased. Section III. Lease Term Lease Term - Define the terms of the lease by clearly stating when the lease term begins and ends. Termination Notice - Include the termination notice period. Section IV. Rent Monthly Rent Due - Include the price of rent that is due per month. When Rent is Due - Write the date rent is due, typically rent is due on the first of each month. Late Fees & Grace Periods - In most states, a late fee can be charged if rent is not paid on time. If there is a late fee, enter when rent is considered late and the fee for each day or occurrence rent is late. Returned Checks - Enter where or not there will be a fee for a bounced check with non-sufficient funds (NSF). If there is a fee, enter the amount per bounced check. Rent Increase - Include when the rent increase will become effective. Section V. Security Deposit Security Deposit - If a security deposit will be collected at the beginning of the lease, the amount should be disclosed in the agreement. Generally, this is equal to one month's rent. Each state's security deposit law indicates what a landlord can use the money for and the maximum amount that can be charged. Section VI. Use of Property Occupants - Name all tenants who are allowed to occupy the property so there are no discrepancies. This should include the tenant's immediate family (including children) who will reside in the dwelling unit. Section VII. Subletting Assignment - Check the appropriate box to allow or deny the tenant to sublet the dwelling unit. If a landlord is allowing the tenant to sublet, it is important to indicate the number of days the tenant must notify the landlord of the subtenant's contact information. Section VIII. Right of Entry Landlord Access - Landlords have a right to enter the dwelling unit during normal business hours by providing prior notice to tenants. Check with your state law to confirm if there is a required notice period. Section IX. Non-Delivery of Possession Non-Delivery of Possession - If the landlord cannot deliver possession of the property to the tenant at the designated lease term start date, the landlord shall have a certain amount of time which must be outlined in the lease to give possession of the property. Always check with state and local laws to confirm if there is a required possession period. Section X. Utilities Utilities - Indicate which utilities and services the landlord will provide to the tenants. Any utility or service not mentioned in the lease will be the responsibility of the tenant. Section XI. Pets Pets - Indicate if pets are allowed in the rental unit. If they are, outline any restrictions such as the type of pet allowed, the number of pets, weight restrictions. If the landlord is charging a non-refundable pet fee this should be clearly stated in the lease. Check with state laws to see if there is a limit on the amount a landlord can charge for a deposit. It is important to keep in mind that it is illegal to charge a pet deposit/fee for service or emotional support animals. Section XII. Default Default - This section touches on lease termination. If the lease will be terminated by the landlord for noncompliance enter how many days of notice shall be given. Next, if the lease will be terminated by the landlord for nonpayment of rent enter how many days of notice shall be given. It is important to check with state laws regarding notice periods. Section XIII. Notice Notice - To create a line of communication for important notices or demands between tenant and landlord, it is recommended that a landlord provides their mailing address in the lease. Section XIV. Parking Parking - The lease should inform the tenant if parking is included or not. If it is included, indicate how many parking space(s) are available to the tenant, the cost, and a description of the parking space(s). Section XV. Early Termination Early Termination - Gives the tenant to break the lease early or not. The lease must indicate the notice period for breaking the lease and the termination fee. It is important to check with state laws regarding early termination fees. Section XVI. Smoking Smoking Policy - Indicate if smoking is allowed or not allowed on the property. If there is a smoking policy, name the designated area(s) where a tenant can smoke. Section XVII. Signatures Signatures - The landlord and each tenant (who is an adult) should sign and date the agreement. A copy should be distributed to each tenant as well. It's important to follow state law on distributing lease copies.