

What To Expect During My Lease

Includes:

Acceptance of Condition, Disclosure, Move-In Move Out Form

This document is attached as part of the residential lease

PLEASE INITIAL EACH LINE

Utility Bills and Related Topics

☐ You will pay all utilities. This includes heating costs, electrical, water, sewerage, trash collection, Heating costs will vary, depending on the climate area in which your home is located, the number of floors and rooms you are heating, and your personal preferences in the comfort level for your thermostat. Other factors : type of heating unit (natural gas, propane, or electric baseboard) Additionally, your costs for cooling you home during the summer months will also vary depending on your personal preferences. Your heating costs will vary depending on the number of occupants, whether or not you do laundry in the home, and if so, what type of heat your dryer will use. Please check with the gas supplier in your area for average consumption at this address to determine if the heating costs are acceptable. Winterizing is your responsibility (weather stripping, insulating windows, etc) Each winter will vary in temperature, and you can expect several sub-or near zero weeks. Refer to the included winterizing tips to avoid problems.

I/we have been advised that **winter** heating costs can range anywhere from \$ 150 .00 to \$ 500.00 or more for large ranch type homes and Cape Cod's, and can be higher for larger homes depending on my personal preferences.

Signature_____Date:_____

Signature_____Date:_____

☐ Electric heaters, space heaters, and window air conditioners(unless professionally installed) are prohibited during your lease. For a list of approved heaters, please email your request to pahomes4rent@aol.com

☐ Portable air conditioning units are permissible, and can be found at most Home Depot locations, under \$ 300.00

☐ You can expect to pay a deposit when opening your utility account(s) if you have not had similar accounts (with good pay history) in your name before.

☐ Confirmation number(s) and / or account numbers for all utilities must be provided with first month's rent and security deposit , due 10 days prior to scheduled closing. Electricity and Gas (if applicable) will be turned off and you will need to schedule with the utility companies to avoid interruption of service(s)

☐ Any appliances that are in the house when it is purchased will be yours to use. .Washers, dryers, AC units, and dishwashers are for your convenience only. If they fail to function, management will not repair. You may repair or replace these items.

Habitable Space and Storage

Walk-up attics, basements, and garages are not meant to be habitable space. These areas have been provided for your use as storage facilities only.

Maintenance and Repair

Discard all grease / cooking oils in the trash, not down the sink. Costly drain backups caused by food particles and/ or grease will be charged to you.

Personal items (flushable baby wipes, tampons, condoms) may not be flushed. They must be disposed of in the trash. Cost to clean clogged drains / sewer backups will be charged to you if these items are found to contribute to the problem

YOU are responsible for all general repairs

THIS INCLUDES: scheduling and paying for repairs for clogged drains, sinks, toilets, changing light bulbs and batteries, repairing any broken windows or torn screens, scheduling and repairing any leaking faucets or flapper assemblies for toilets.

If you wish, your home may be protected by a Home Warranty, which covers major systems, such as plumbing, electrical, and heating/air conditioning. This is not a free service. If you wish to add this coverage, the monthly cost is \$ 42.00 on average

It will be your responsibility to schedule repairs.

You will receive your contract number and 800 number within 30 days of tenancy.

Emergencies: call the Toll free number listed on your Acceptance of Condition document. Your contract number will be needed, so please have it handy. There will be a fee for the service call. It is your responsibility to pay for the service call. All minor repairs are your responsibility. This includes changing light bulbs, replacing batteries in smoke detectors, paying to unclog kitchen sink, bathtub, and toilets, repair of any plaster damage and spackling nail holes created during your lease. Your home has been thoroughly inspected, and all heating, plumbing, waste, and electrical systems have been checked. Any items requiring attention have been disclosed prior to signing the lease.

Sidewalks

For homes in the snow-belt, snow removal is your responsibility. Many boroughs will impose a fine if your sidewalks are not kept free of snow. Steps and walkways may become icy when the temperature drops to freezing. It is recommended that you use a sno-melt granular product to melt ice buildup. This product can be readily obtained at any home store. Snow must be removed from steps and sidewalks within 24 hours of the snowfall. Failure to do so may result in fines or may break your lease.

Lawn / landscaping maintenance is your responsibility. Feel free to hire a landscaping / lawn maintenance company to keep your home looking it's very best, if you can not maintain the lawn..The cost is your responsibility. The landscaping plays a large part in the appraisal value of your home. You can increase the value of your home by adding shade trees, perennials, a deck, etc. No construction can be done without written permission. For duplex units, the area of yard that is assigned to your unit is your only responsibility. A weed eater should be sufficient.

Gutters and downspouts

Heavy rainfall may produce more water run-off from the roof than your gutters and downspouts can drain. This will result in the excess spilling over the gutters. Additionally, a great deal of runoff will come through the downspouts. Some cities prohibit this runoff from being drained into the waste water system. If this is the case where your home is located, the excess water may create a puddle close to your foundation. This does not mean the gutters need cleaned. Plastic flexible drains can extend the water away from your home / sidewalk, etc. They are easily purchased at home stores and hardware stores in all areas.

Friends and Family

All damages by friends or relatives are your financial responsibility

Any guest staying more than 2 nights per week will be considered a permanent resident. This may violate your lease. Additional desposits and or rent amounts may be charged. Contact your property manager if you have questions

ACCEPTANCE OF CONDITION

Property Address: _____

I/We have toured the home, and accept the condition of the home as it is today, and to send (within 10 days of possession) the Move-In Move Out form to report any conditions that require repair or attention.

I/we are satisfied that the home is in good order, and have had ample opportunity to check each room, and have found no items in need of repair on this date.

I/we are responsible for all general repairs, including but not limited to clogged toilets, sinks, and drains.

Current configuration of the home (steps, width of doors / hallways, etc) is acceptable for all occupants, and no special-needs are to be addressed by owner or property management. No modifications are offered, nor have any been requested.

For all other main systems repairs (plumbing, heating, and electrical) I / we understand that the home may be placed under warranty, at additional cost to us of \$ 42 per month.. For all calls to the Warranty Company we have been provided with contract information and toll free number(s) to schedule repairs All request for covered repairs must be scheduled through the Warranty Company. I/we are responsible for the \$ 50.00 deductible. Should any repair requests be found to be the fault of the tenant (clogged toilets, etc) all costs for repair and deductible will be my/our responsibility. Should I / we choose to use another repairs company, 100 % of the costs will be my/our responsibility.

Property management calls for other repairs may be made to 412.531.1500
Please provide (in writing) the request for repair, and send via US Mail (not email)
The address: Three Rivers Property Management LLC 6 Market Square Pittsburgh PA 15222

_____	_____	____/____/200____
Signature	Print Name	Date

_____	_____	____/____/200____
Signature	Print Name	Date

MOVE IN/MOVE OUT FORM

Resident's Name:

Move-In Date:

Property Address:

Move-Out Date:

MASTER BEDROOM		BATHROOM
Walls/Ceiling		Walls/Ceiling
Floors		Floors
Windows		Light Fixture
Screens		Sink
Window Covering		Toilet
Light Fixture		Tub/Shower
		Medicine Cabinet
BEDROOM		Window
Walls/Ceiling		Window Covering
Floors		Exhaust Fan
Windows		Towel Racks
Screens		
Window Covering		BATHROOM
Light Fixture		Walls/Ceiling
		Floors
BEDROOM		Light Fixture
Walls/Ceiling		Sink
Floors		Toilet
Windows		Tub/Shower
Screens		Medicine Cabinet
Window Covering		Window
Light Fixture		Window Covering
		Exhaust Fan
BEDROOM		Towel Racks
Walls/Ceiling		
Floors		OTHER
Windows		
Screens		
Window Covering		
Light Fixture		

Notes:

MOVE IN/MOVE OUT FORM (Continued)

LIVING ROOM		SERVICE EQUIPMENT
Walls/Ceiling		Air Conditioner
Floors		Heater
Light Fixture		
Windows		UTILITY AREA
Window Covering		Floors
Screens		Walls/Ceiling
Fire Place		Washer/Dryer
DINING ROOM/AREA		GARAGE/STORAGE
Walls/Ceiling		Floors
Floors		Walls/Ceilings
Light Fixture		Light Fixture
Windows		Windows
Screens		Screens
Window Covering		
		EXTERIOR
KITCHEN		Walls
Walls/Ceiling		Trim
Floors		
Windows		LAWN/LANDSCAPE
Screens		
Window Covering		
Light Fixture		
Sink		
Cabinets		
Range & Oven		MISCELLANEOUS
Refrigerator		Door Opener
Dishwasher		Keys
Garbage Disposal		

The undersigned acknowledges that the above is the Property on moving in.

Resident:

Resident:

Management:

The undersigned acknowledges that the above is the condition of the condition of the Property on vacating the premises.

Resident:

Resident:

Management:

NOTICE OF WINTER PREPARATION

DATE ____

TENANT

ADDRESS

AS WINTER APPROACHES IT IS TIME TO PREPARE FOR COLD WEATHER. BY FOLLOWING THE LIST BELOW YOU CAN BE COMFORTABLE IN YOUR APARTMENT AND PREVENT ANY PROPERTY DAMAGE.

1. CLOSE ALL STORM WINDOWS IF APPLICABLE. CLOSE AND LOCK WINDOWS.
2. KEEP ALL HALL DOORS CLOSED.CLOSE ANY DOORS TO YOUR BASEMENT AND / OR ATTIC IF APPLICABLE.
3. IF YOU BECOME TOO HOT, TURN HEAT DOWN, DO NOT OPEN WINDOWS
4. DO NOT PUT PLASTIC WRAP ON THE WINDOWS. USE WINDOW INSULATING KITS THAT ARE AVAILABLE IN MOST RETAIL STORES (SEARS, KMART, WALMART, BIG LOTS) AND ALL HOME IMPROVEMENT STORES (HOME DEPOT, LOWES, ETC) FOLLOW DIRECTIONS CAREFULLY. YOU WILL BE RESPONSIBLE FOR ANY DAMAGE DUE TO INCORRECT TYPE OF TAPE, OR USE OF NAILS OR STAPLES ON WOODWORK.
5. IF YOU ARE GOING TO BE AWAY FOR MORE THAN TWO (2) DAYS, CALL US AND WE WILL ADVISE YOU WHAT TO DO TO PREVENT PIPES FROM FREEZING AND BREAKING IN YOUR HOME / APARTMENT WHICH CAN CAUSE DAMAGE TO YOUR PERSONAL PROPERTY AND OUR BUILDING.
6. DO NOT LEAVE WATER FAUCETS DRIPPING. WE WILL LET YOU KNOW WHEN YOU SHOULD DO SO.
7. WHEN TEMPERATURE GOES BELOW FREEZING, LEAVE CUPBOARD DOORS OPEN UNDER SINK IN KITCHEN AND BATHROOM. THIS HELPS PREVENT PIPES FROM FREEZING.
8. IF YOUR PIPES FREEZE CALL US IMMEDIATELY SO WE CAN PREVENT PIPES FROM BREAKING. REMEMBER, WE MUST BE NOTIFIED AT THE FIRST SIGN OF FREEZING.

SAVE/CONSERVE ENERGY

____**Three Rivers Property Management LLC**_____
OWNER/MANAGER

Tenant Signature / Date

SMOKE ALARM AGREEMENT
DUE WITH 10 DAY MOVE IN FORM

TENANT(S) _____

ADDRESS _____

THE UNDERSIGNED TENANT PERSONALLY TESTED ALL THE SMOKE ALARMS AT THE ABOVE ADDRESS, AND DO STATE THAT THEY WERE IN GOOD WORKING ORDER WHEN I MOVED IN.

I ALSO UNDERSTAND THAT I WILL BE RESPONSIBLE TO TEST ALL SMOKE ALARMS IN MY UNIT ON A REGULAR BASIS AND TO REPLACE THE BATTERIES WHEN NEEDED TO INSURE CONTINUOUS OPERATION.

I AGREE NOT TO REMOVE BATTERIES OR DETECTORS FOR ANY REASON AND REPLACE BATTERIES AS NEEDED AND WILL INFORM LANDLORD OF ANY NON-WORKING DETECTORS.

LANDLORD OR AGENT AGREES TO REPLACE ANY DEFECTIVE SMOKE ALARMS AT THEIR EXPENSE. A DEFECTIVE SMOKE ALARM IS DEFINED FOR THIS AGREEMENT AS FOLLOWS:

ANY ALARM THAT FAILS TO WORK PROPERLY WHEN THE BATTERIES ARE NOT AT FAULT.

LANDLORD OR HIS AGENT WILL MAKE REGULAR INSPECTION OF THE SMOKE ALARMS.
SMOKE ALARMS NOT TO BE WORKING DUE TO BAD BATTERIES, OR MISSING BATTERIES IS A VIOLATION
OF YOUR RENTAL AGREEMENT.

NUMBER OF SMOKE ALARMS IN UNIT: _____

TENANT	DATE
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TENANT	DATE

NOTICE TO TURN ON UTILITIES

DATE _____

TENANT _____

ADDRESS _____

TAKE NOTICE :

YOUR RENTAL AGREEMENT REQUIRES YOU TO KEEP ALL UTILITIES ON DURING YOUR TENANCY, IN YOUR NAME.

THIS INCLUDES GAS, WHICH WILL BE IN SERVICE AS OF THE MOVE IN DATE

YOUR HOME MAY BE HEATED WITH GAS, WHICH WILL REQUIRE YOUR PILOT LIGHT TO BE RESET ON BOTH THE HOT WATER TANK AND YOUR GAS RANGE. REQUEST THIS SERVICE FROM THE GAS COMPANY. **DO NOT** ATTEMPT TO DO THIS YOURSELF, AS SERIOUS INJURY CAN OCCUR.

SCHEDULING THE GAS AND/ or ELECTRIC SHOULD BE DONE IN ADVANCE OF YOUR MOVE, CO-ORDINATING THE DATE OF SERVICE WITH YOUR DATE OF POSSESSION. PLEASE PLAN ACCORDINGLY, SO THAT YOUR QUALITY OF LIFE IS NOT AFFECTED BY HAVING NO HOT WATER, NO A/C, ETC.

_____Three Rivers Property Management _____
OWNER/MANAGER

TENANT SIGNATURE _____

TENANT SIGNATURE _____