AMT Management
3540 Crain Highway #677, Bowie, MD 20716
Phone: 301-543-8850
Fax: 301-543-8852
Email: homes@amtrealty.net

Application submitted without all the above required documents will not be considered or reviewed

All persons 18+ must complete an application

Required Documentation for Application Review

- Application w/ fee $50.00 each
- Copy of your credit report with credit score, less than 30 days old
  (Reports are accepted from Equifax, Transunion, and Experian only. Do not send a Credit Karma Report)
- Completed Landlord release (past 2 landlords if rented less than a year)
- Completed Employment release
- Completed Pet Disclosure
- Acceptable Proof Of Income:
    - 30 days of Pay Stubs
    - Proof Of Subsidy
    - AND 2 month's of bank statements

Application Guidelines & Disclosure of Eligibility Criteria

Thank you for your interest in becoming a part of ______________________________________(apartments) c/o **AMT Management, LLC** ("Landlord"). We places emphasis on the fair and respectful treatment of all applicants and residents. We are an equal opportunity housing provider and comply with all national and local fair housing laws.

Please review the following eligibility criteria upon which We rely in making rental determinations. We do not accept guarantors or co-signers. <u>All individuals 18 years of age and over who will reside in the unit are required to complete an application and pay the application fee. If approved, all individuals 18 years of age and over will reside in the unit are required to sign the lease as a named tenant</u>.

<u>Application Fee</u> — All individuals 18 years of age and over who will reside in the apartment must complete an application and provide all required supporting documents. A <u>**$50.00**</u> refundable application fee is required for <u>each</u> applicant. Application fees can be paid by money order, certified check or PayPal only. <u>Cash, credit cards and personal/company checks are NOT accepted.</u> All application fees are due at time of application and are required before the application can be processed. If an applicant cancels their application <u>**prior**</u> to the application review begins, the application fee will be refunded in full. After the application review begins, the application fee becomes non-refundable. You have the right to a refund of any unused portion of your application fee.

<u>Rental Application</u> — A review of the information and supporting documents provided by each applicant in connection with their respective applications. False or misleading information or false or fraudulent or forged documents provided by an applicant are grounds for denial of the application.

<u>Credit Screening</u> — Each applicant's consumer credit history is reviewed, including, but not limited to, the number and frequency of non-payments and/or late payments, the number and size of outstanding account balances, charge-offs, collection activity, defaults, and judgments. An applicant's credit score is reviewed and considered, <u>but</u> no adverse action shall be taken solely on the basis of applicant's credit score. The review of an applicant's consumer credit history is pursuant to applicable District of Columbia law. *See D.C. Code § 42-3505.10(e); see also D.C. Code § 2-1402.21(g)*. Insufficient consumer credit history is grounds for denial of the application.

<u>Landlord & Tenant Court History</u> — Each applicant's Landlord & Tenant Court history is reviewed, but only for cases where a judgment for possession was entered in favor of the landlord and only if the case was filed within three years prior to the date of the application. The review of an applicant's Landlord & Tenant Court history is pursuant to applicable District of Columbia law. *See D.C. Code § 42-3505.10(d); see also D.C. Code § 2-1402.21(h)*. An eviction occurring within the three (3) year look-back period is grounds for automatic denial of the application.

<u>Income/Employment Verification</u> — <u>We accept all lawful sources of income</u>. Gross monthly income (or, in the case of multiple applications, combined gross monthly income) must equal at least <u>**two and one-half (2½) times**</u> the monthly rental amount (or, in the case of an applicant with a subsidy, that portion of the monthly rental amount, if any, to be paid directly to the Landlord by the applicant and not paid to the subsidy provider). Each applicant must submit proof of income and this can include the applicant's 2 most recent bank statements, 2 most recent pay stubs, proof of payments from federal and local

programs (e.g., Rapid Re-Housing, permanent supportive housing, VASH, Shelter Plus Care), proof of rental subsidy, housing choice vouchers (Section 8), SSI, unemployment insurance payments, alimony, veteran's benefits, disability benefits payments (SSDI), and award letters for rental subsidies. The foregoing examples of acceptable proof of income is <u>not</u> an exhaustive list as <u>all lawful sources of income</u> are accepted. For the purposes of clarity, an applicant's rental subsidy <u>is</u> considered income attributable to that applicant. **<u>An applicant seeking to rent with a rental subsidy where the applicant has a direct payment obligation to Landlord must meet the Landlord's income criteria but only as to that portion of the monthly rent the applicant will be required to pay to Landlord</u>.** For example, if the rent for the apartment is $2,500.00/mo. and the subsidy provider will pay Landlord $2,400.00 per month and the applicant will pay Landlord $100.00 per month, the applicant must have gross monthly income of at least $250.00. On the other hand, if the applicant's monthly rent will be paid in full by the subsidy provider <u>or</u> if the applicant's payment obligation is to the subsidy provider and not the Landlord (and the subsidy provider pays Landlord the full monthly rent without regard as to whether applicant pays its portion of the monthly rent to the subsidy provider), the applicant's subsidy is deemed to meet the Landlord's income criteria. *We shall not refuse to rent an apartment to an individual because the individual will provide the rental payment, in whole or in part, through a voucher for rental housing assistance provided by the District of Columbia or federal government*. Insufficient income is grounds for denial of the application.

<u>Rental Verification</u> Each applicant's current landlord will be contacted with a request for information related to your tenancy (subject to the limitations under District of Columbia law). Landlord will inquire into whether you provide proper notice of intention to vacate, the status of your account with your current landlord at time of vacating or when you provided your notice of intention to vacate, whether there were any complaints regarding your tenancy (e.g., noise complaints, housekeeping issues, excessive wear and tear or damage to fixtures, denial of access to landlord, inappropriate conduct), whether you were issued any 30-Day Notices to Correct or Vacate, and any other issues that may impact your fitness to be a tenant. An unsatisfactory rental verification is grounds for denial of the application.

<u>Criminal Background</u> We examine the criminal history for each applicant, but only for pending criminal accusations and criminal convictions occurring no more than 7 years prior to the date of the application and only for those offenses listed in the Fair Criminal Record Screening for Housing Act of 2016 (D.C. Code § 42-3541.01 *et seq.),* or as otherwise required by applicable Federal Law.

Landlord shall extend a conditional offer of housing to the applicant who successfully meets Landlord's application review, consumer credit review, Landlord & Tenant Court history review, income review, and rental verification review. The conditional offer of housing is contingent on the applicant passing Landlord's (i) criminal background review, and (ii) home visit. Only after such conditional offer of housing is issued will Landlord conduct the second part of the screening process by pulling and reviewing the applicant's criminal history and, assuming the criminal history is satisfactory, schedule and conduct the home visit.

If an application is denied due to the applicant's(s') failure to meet Landlord's application review, consumer credit review, Landlord & Tenant Court history review, income review, and rental verification review, Landlord will make <u>no</u> inquiry into or review applicant's(s') criminal history.

The applicant may provide evidence demonstrating inaccuracies within the applicant's criminal record or evidence of rehabilitation or other mitigating factors. This means the applicant has the right to provide, among other things, evidence of errors in applicant's criminal background report, evidence of applicant's good conduct since the conviction or pending criminal accusation occurred, or other information you would like Landlord to use when evaluating your criminal background. Criminal background history will only be requested, obtained and considered AFTER Landlord makes a conditional offer of housing to applicant. If the inquiry reveals criminal activity which may disqualify the applicant from renting the apartment, Landlord will provide applicant with a written notice affording applicant three (3) calendar days to provide any evidence demonstrating inaccuracies in applicant's criminal history or evidence of rehabilitation, good conduct, other mitigating factors, or other information applicant wants Landlord to consider. ***DO NOT PROVIDE ANY OF THIS EVIDENCE OR INFORMATION BEFORE YOU RECEIVE A NOTICE FROM LANDLORD***. Landlord will consider whether withdrawal of the conditional offer of housing is reasonable and achieves a substantial, legitimate and nondiscriminatory interest in light of: the severity and nature of the criminal offense(s); the age of the applicant at the time of the criminal offense(s); any information provided by the applicant regarding rehabilitation or good behavior since the criminal offense was committed; the degree to which the criminal behavior would negatively impact the safety of other tenants if it were committed again; and whether the criminal offense was connected to the property leased by the applicant.

Any withdrawal of a conditional offer will be provided in writing and will explain the specific reasons for the withdrawal. Within twenty (20) days after the written notice of withdrawal of conditional offer, applicant has the right to request a free copy of ALL information Landlord relied upon in considering the application and Landlord must provide such information within ten (10) days of such request from applicant.

Any applicant whose conditional offer was withdrawn has the right to file an administrative complaint with the D.C. Office of Human Rights, 441 4th Street, NW, Suite 570-N, Washington, D.C. 20001 (Telephone (202) 727-4559; TTY 711; Email OHR@dc.gov). Please note that there are limitations on the application of this law, including cases where Federal law requires consideration of an applicant's criminal background when screening applicants.

Although any criminal background check will not be conducted until after a conditional offer of housing has been extended, the applicant is required to sign the authorization for Landlord to conduct the criminal background check.

Home Visit

Upon applicant's(s') meeting Landlord's criminal background review, each applicant's current residence will be visited by a member of Landlord's management team for a visual inspection. Attached to this "Application Guidelines & Disclosure of Eligibility Criteria" is a copy of Landlord's Home Visit Inspection Form which details the areas of inquiry during a home visit. Home visits will be in person for each applicant who currently resides within a 15-mile radius of the U.S. Capitol., the visit will be conducted in person. For any applicants residing more than 15-miles from the U.S. Capitol, the home visit will be conducted virtually via only the Zoom or Teams video conferencing platforms. Unsatisfactory housekeeping, excessive clutter, or damage to the current residence exceeding normal wear and tear are grounds for denial of the application.

<u>Rental Determination</u>	Applications are evaluated in a holistic manner, but the following factors will result in automatic denial: (i) eviction within the three (3) years prior to the date of the application (subject to the limitations under District of Columbia law); (ii) unpaid collection accounts as listed on the consumer credit report (subject to the limitations under District of Columbia law); (iii) unpaid balances on accounts closed by the credit provider (subject to the limitations under District of Columbia law); and (iv) unpaid balance at prior rental property (subject to the limitations under District of Columbia law). We will make a rental determination on completed application(s) within three (3) to five (5) business days of receipt of the completed application(s) (including all supporting documents) and payment of the application fee(s). Please note this time may be longer due to the responsiveness of the current landlord (for the rental reference) and/or employer (for the income verification) and/or the scheduling of the home visit and/or for applicants with an rental subsidy, the responsiveness of the subsidy provider or DCHA to requests for information necessary for applicant screening.
<u>Lease Signing</u>	If the application(s) is(are) approved, all applicants must sign the lease within five (5) business days of notice from us that the application(s) is(are) approved. If any applicant fails to sign the lease by this deadline, the application(s) will be cancelled and offer to rent rescinded, the apartment will be placed on the market, and the apartment will be rented to the first qualified applicant(s).
<u>Security Deposit</u>	The security deposit is due at lease signing and is in an amount equal to one month's base rent. The security deposit must be paid by cashier's check, certified check, money order, or electronic funds transfer (EFT) via the Tenant Portal.[1] <u>Cash and personal/company checks are NOT accepted for the payment of security deposits</u>. The security deposit is refundable at the conclusion of your tenancy, subject to allowable deductions pursuant to District of Columbia law.
<u>First Month's Rent</u>	Move-In's occurring after the first (1st) of the month will require payment of pro-rated rent. The pro-rated rent is calculated using a (thirty) 30-day banker's calendar. Move-In's occurring within seven (7) days of the end of the month will require the first (1st) full month's rent paid <u>in addition to</u> the pro-rated rent.

As your prospective landlord, we will obtain a copy of each applicant's credit or consumer report. If the application is declined or adverse action taken, the applicant may: (i) obtain a free copy of the tenant screening report from the aforementioned company by contacting them directly within sixty (60) days of receipt of the adverse action notice; and (ii) contact the aforementioned company directly to initiate a dispute of any information in applicant's screening report applicant believes is inaccurate or incomplete.

You may also have additional rights under the credit reporting or consumer protection laws in your state. For more information, please contact your state or local consumer protection agency or state attorney general's office.

You have the right to dispute any information upon which we relied that is inaccurately or incorrectly attributed to you or is based upon our use of prohibited criteria, and you have the right to receive a response from us regarding any information you dispute.

You have the right to file a complaint with the Office of Human Rights or pursue civil action via the Superior Court of the District of Columbia if you believe we have violated applicable District of Columbia tenant screening laws.

If you need to request a reasonable accommodation at any time during the application process, please inform us by contacting homes@amtrealty.net or by calling (301) 543-8850.

[1] If you wish to pay via EFT, please contact Landlord for the establishment of the necessary Tenant Portal account.

By signing below, applicant acknowledges that applicant(s) has(have) read and agreed to the eligibility criteria disclosed herein.

____________________________________ ______________

Applicant's Signature Date

____

Applicant's Name

If there is more than one (1) applicant, EACH APPLICANT must sign a separate copy of this Application Criteria & Guidelines

NOTICE REGARDING
INVESTIGATIVE CONSUMER REPORTS

AMT Management, LLC ("the Company") may also obtain an "investigative consumer report" and/or a "consumer report" on you from a consumer reporting agency.

Such a reports may contain information regarding your criminal history, credit history, tenant history, employment history or other information about you. The information may bear upon your character, general reputation, personal characteristics, and/or mode of living.

The consumer reporting agency that may prepare an "investigative consumer report" on you for the Company is American Tenant Screen, Inc., 24 S. Newtown Street Rd, Suite 200, Newtown Square, PA, 19073; (800-888-1287). The information contained in an "investigative consumer report" may bear upon your character, general reputation, personal characteristics, and/or mode of living.

Please be advised that the nature and scope of the most common form of investigative consumer report that may be ordered by the Company is an investigation into your tenant/rental history. During such an investigation, American Tenant Screen, Inc. may ask questions about your tenant/rental history to certain knowledgeable individuals and provide response information to the Company.

Note: You have the right to request additional information regarding the nature and scope of any "investigative consumer report" ordered by the Company on you. You may do so by contacting the Company.

Rental Address being applied for: ______________________________

Unit# (if applicable): ____________

____
Applicant Signature Date

____
Applicant Signature Date

____
Applicant Signature Date

Home Visit Addendum

Purpose: This addendum serves to outline the requirement for a home visit as a term of acceptance for the applicant.

1. Home Visit Requirement: The applicant agrees to allow a home visit by a designated representative as a condition for acceptance. The visit is intended to assess the suitability of the living environment in accordance with AMT Management’s standards.

2. Scheduling: The home visit will be scheduled at a mutually convenient time within3 days of the applicant's provisional acceptance. The applicant is responsible for coordinating with the representative to ensure timely scheduling.

3. Compliance: Failure to comply with the home visit requirement may result in the revocation of the applicant's acceptance. The applicant must provide access to the home and ensure that the visit can be completed without unnecessary delay.

4. Confidentiality: All information gathered during the home visit will be kept confidential and used solely to determine the applicant's eligibility. No information will be shared with unauthorized parties.

5. Final Acceptance: Final acceptance is contingent upon the successful completion of the home visit. The applicant will be notified of their final status within 3 days following the visit.

Acknowledgment: By signing below, the applicant acknowledges understanding and acceptance of the home visit requirement as outlined in this addendum.

Tenant ______________________ Date ________

______________________ ________
Tenant Date

LEASE APPLICATION

1. **PROPERTY ADDRESS:** ______________________ **DATE OF APPLICATION:** __________

2. **APPLICANT:** ______________________ Date of Birth: ______________ Age ______
(__) Unmarried (__) Married (__) Separated (__) Divorced Social Security #: ______________
Number of Dependents: ______ Names and ages: ______________________
Home Phone: ______________ Work Phone: ______________ Cell Phone: ______________
E-Mail: ______________________ Vehicle Make: ________ Model: ________ Year: ______
Driver's License State/Number: ______________ License Plate State/Number ______________

3. **ADDITIONAL OCCUPANTS:** *A separate application and credit check fee is required from each applicant 18 or older, and must be attached.*
Names & ages: ______________________

4. **ADDRESS & RENTAL HISTORY:** *Applicant must provide current information and rental history for previous two years.*
Present Address: ______________________ Dates: ______________
Landlord or Property Manager: ______________________ Phone: ______________
Mo. Rent: $ ______________ Reason for leaving: ______________ Email: ______________
Previous Address #1: ______________________ Dates: ______________
Landlord or Property Manager: ______________________ Phone: ______________
Mo. Rent: $ ______________ Reason for leaving: ______________ Email: ______________
Previous Address #2: ______________________ Dates: ______________
Landlord or Property Manager: ______________________ Phone: ______________
Mo. Rent: $ ______________ Reason for leaving: ______________________

5. **EMPLOYMENT:** *Applicant must provide employment history for two years and additional income, if any. If applicant is self-employed, please attach photocopies for the past two years of (A) individual U.S. Tax form 1040 and (B) self-employment Tax Schedule C. If applicant is paid on an hourly or weekly basis, attach form W2 for the past 2 years and two most recent paycheck stubs.*
Present Employer: ______________________ Phone: ______________
Supervisor: ______________________ Phone: ______________
Business Address: ______________________ Supervisor Email: ______________
Position: ______________ Type of Business: ______________ Dates: ______________
Gross Monthly Wages/Salary (before deductions): ______________ Average Monthly Overtime/bonuses: ______________
Previous Employer: ______________________ Phone: ______________
Supervisor: ______________________ Phone: ______________
Business Address: ______________________ Supervisor Email: ______________
Position: ______________ Type of Business: ______________ Dates: ______________
Gross Monthly Wages/Salary (before deductions): ______________ Average Monthly Overtime/bonuses: ______________
Additional Income: ______________________

____

6. **PERSONAL REFERENCES:** *Applicant must provide two personal references that are not relatives, employers or landlords.*
Reference #1: ______________________ Relationship: ______________
Address: ______________________ Phone: ______________
Reference #2: ______________________ Relationship: ______________
Address: ______________________ Phone: ______________

7. **IN CASE OF EMERGENCY, CONTACT:** *On a separate page, list additional contacts, if any.*
Name: ______________________ Relationship: ______________ Phone: ______________
Address: ______________________ Business Phone: ______________

8. **BANK REFERENCES:** *On a separate page, list additional bank accounts, if any.*

Account #1: __ Checking __ Savings __ Money Market Bank ______________ Balance ______________

Account #: ______________ Address: ______________

Account #2: __ Checking __ Savings __ Money Market Bank ______________ Balance ______________

Account #: ______________ Address: ______________

Account #3: __ Checking __ Savings __ Money Market Bank ______________ Balance ______________

Account #: ______________ Address: ______________

9. **MONTHLY OBLIGATIONS:** *On a separate page, list additional child support, alimony, credit cards, loans and other obligations, if any.*

Type of Obligation	Creditor and Account Number	Balance owed	Monthly payment

10. **IF YOU ANSWER "YES" TO ANY ITEM BELOW, PLEASE EXPLAIN BELOW OR ON A SEPARATE PAGE:**

A. Do you have any outstanding unpaid judgments? __ NO __ YES
B. In the last 7 years, have you declared bankruptcy? __ NO __ YES
C. Are you a party in a lawsuit? __ NO __ YES
D. Have you ever been evicted? __ NO __ YES
E. Have you ever been convicted of a crime? __ NO __ YES
F. Do you smoke? __ NO __ YES
G. Do you have any pets? __ NO __ YES
H. Do you own a waterbed or plan to purchase one? __ NO __ YES

Explanation:

11. **AUTHORIZATION:** ~~A credit check fee of Twenty-five dollars ($25.00) accompanies this application.~~ I expressly authorize verification of information provided in this application from credit sources, credit bureaus, personal references, current and former landlords and employers. I have the right, under Section 606(b) of the Fair Credit Reporting Act, to make a written request to the credit information source for a complete and accurate disclosure of the nature and scope of any investigation. A credit check may take five business days after receipt of completed application.

12. **APPLICATION FEE:** A separate application fee in the amount of $ 65 (each applicant) accompanies this application.

13. **LEASE & PAYMENT:** Upon approval and acceptance of my application, I agree to execute a lease in accordance with the terms of the application and to make payment for the balance of the first month's rent and security deposit in the form of a money order or cashier's check. If I fail to execute a lease and/or make payment, the entire application fee accompanying this application shall be forfeited without recourse, as liquidated damages, and split equally between the Landlord and Listing Broker.

14. **OCCUPANCY:** Property is to be used as a single-family residence, subject to all applicable zoning laws and all rules, regulations, by-laws, and covenants of any applicable Condo or Homeowner's Association. Occupancy is contingent upon property being vacated by the present occupant. I understand that the use or sale of illegal drugs on the premises shall be grounds for termination of lease and occupancy, without recourse, and that all advance rental payments and deposits shall be forfeited as liquidated damages in the event of said termination.

15. **CERTIFICATION & REMEDY:** I certify that all information provided herein is true and correct and that none of the funds listed are proceeds of illegal activities. I understand that my lease or rental agreement may be terminated and the entire application fee and security deposit shall be forfeited as liquidated damages, without recourse, if I have made any false, incomplete or misleading statement in this application.

This application is offered without respect to race, creed, religion, physical or mental handicap, color, sex, national origin, age, occupation, personal appearance, political affiliation, sexual orientation or marital status.

DATE: ______________ APPLICANT'S SIGNATURE: ______________

RENTAL AGENT/BROKER: ______________ PHONE NUMBER: ______________

BROKER'S EMAIL ADDRESS: ______________

Authorization & Release of Information

Applicant Name & Address: ____

____

****Please provide contact information for your past two (2) consecutive landlords below.****

Applicant hereby authorizes ___________________________"Current Landlord" to release any and all information regarding my tenancy at the above address to AMT Management, LLC to assist AMT Management, LLC in reviewing my application to lease one of their properties.

Current Rental Address: ____

____

Telephone Number:____

Applicant hereby authorizes ___________________________"Previous Landlord" to release any and all information regarding my tenancy at the above address to AMT Management, LLC to assist AMT Management, LLC in reviewing my application to lease one of their properties.

Previous Rental Address: ____

____

Telephone Number:

______________________________ ______________________________

Applicant Signature **Date**

Authorization & Release of Information

Applicant Name ____

Applicant hereby authorizes ____"employer"
to release any and all information regarding my current salary and employment history to AMT Management, LLC to assist AMT Management, LLC in reviewing my application to lease one of their properties.

Employer:____

Employer Address:____
____

Telephone Number:____

______________________________________ ____________________

Signature **Date**

Pet Disclosure

COMPLETE THE FOLLOWING INFORMATION REGARDING YOUR PETS:

HOW MANY: ____________________

BREED(S) & WEIGHT:

____

____

____

ASSISTANCE ANIMAL DISCLOSURE

Applicant/Tenant(s): ____

Date: ______________________________

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1. Purpose

This Addendum outlines the responsibilities and expectations for tenants who have received approval for a **Reasonable Accommodation** to keep an **Assistance Animal** in accordance with the Fair Housing Act and applicable local laws.

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2. Definition

An *Assistance Animal* includes service animals, emotional support animals, or other animals that provide assistance, perform tasks, or offer therapeutic emotional support to individuals with disabilities. Assistance animals are **not pets** and are not subject to pet fees, deposits, or breed/weight restrictions.

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3. Documentation

Applicant/Tenant affirms that they have and will provide appropriate documentation verifying the need for the assistance animal, including but not limited to:

- Verification from a licensed medical professional or therapist;
- A completed reasonable accommodation request.

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4. Animal Description

Type of Animal: _____________________________

Breed: _____________________________

Name: _____________________________

Weight: _____________________________

Color/Identifying Marks: ____________________

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5. Tenant Responsibilities

The Applicant/Tenant agrees to:

- Maintain control of the assistance animal at all times (leashed or crated in common areas unless otherwise required by the disability).
- Clean up after the animal, both indoors and in outdoor/common areas.
- Ensure the animal is not disruptive, aggressive, or destructive.
- Accept full liability for any property damage or personal injury caused by the assistance animal.

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6. Violations

Repeated or serious violations of the terms of this Addendum may be considered a lease violation and grounds for further action if the behavior of the animal poses a direct threat to the health or safety of others or causes substantial property damage.

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7. Indemnification

Applicant/Tenant agrees to hold Owner/Management harmless from claims, losses, or liabilities arising out of the presence of the assistance animal, excluding those resulting from Owner/Management negligence.

Tenant Signature: ____________________________ Date: __________

Tenant Signature: ____________________________ Date: __________

Property Manager/Agent: ______________________ Date: __________

No Smoking Policy

POLICY:

It is the policy of AMT Management, LLC and associate companies that there will be no smoking in any interior areas of the property.

SCOPE:

This policy applies to all tenants and visitors.

PROCEDURE:

1. If there is evidence or a report of smoking on the premises, the tenant will be issued notice to cure or quit. Tenants must correct their offending problem or vacate the rental property. If the tenant opts to vacate, they will be fined 3x the current rent as early termination penalty (unless they are month to month).

2. 2nd notice, the tenant will be fined up to $350.00.

3. 3rd notice, a 90-day lease termination notice will be issued, and an eviction lawsuit will be filed.

____

Tenant Signature   Date

____

Tenant Signature   Date