

If you are leaving any day other than the last day of the month, prorated rent is due and if not received as per your lease, late fees will apply. You are not allowed to use your security deposit for rent.

SHOWING YOUR HOME:

In accordance with your lease agreement, we will immediately begin seeking a new tenant. The Showing Specialist will call you and leave a message that we will be showing your home and will try to give you as much advance notice as possible. Sometimes people can only look when they call, so it is possible that occasionally you might not have much notice. If you are not going to be home at the time of the showing, we will use the key we have on file at the office. As you probably already know, we do show seven days a week (major holidays excepted) and typical hours are 9-5. For showings, all animals must be kenneled or out of the property during the last 45 days of the lease to allow freedom of showings, unless you are going to be present. **For your safety, you should never show the property to a prospective tenant. Please advise anyone that contacts you to view the home to call the telephone number on the For Rent sign.**

YARD MAINTENANCE:

Landscape is a tenant responsibility except for SOME tenants that reside in our multifamily units where we have landscape contracts. The yard must be freshly mowed and raked and free of pet feces. The shrubs must be trimmed neatly, flowerbed and rocked areas weeded and the grounds policed for trash. Damage to landscape from not watering, fertilizing and aerating according to your rental agreement can and will be charged back to you. Never turn off the sprinkler system during summer months and never make changes to the sprinkler clock. During winter months make sure that snow and ice are removed from sidewalks and driveways.

THERMOSTAT:

At the time of vacate, it is very important that you have the thermostat set correctly in order to protect the property from damage. This is especially true during the winter months, but could also apply in late fall and early spring. Regardless of season, the thermostat must be set with the **heat on** and the temperature to hold at no less than **60 degrees**. The A/C should be turned off. If there is any damage to the property due to a failure to leave the heat on and the thermostat set at 60 degrees those damages will be assessed to you. Please be aware that in All Seasons, LLC's experience this type of damage is often catastrophic.

CLEANING & REPAIRS:

You should start now to clean the property and fix anything that needs done so there is no extra delay or extra cost to you while we get someone in to do those things. I am enclosing our Cleaning and Property Standards Addendum for your compliance. We are counting on the property being clean and available on the day of your lease expiration, therefore, additional days for cleaning are not granted. We do not allow you to come back and clean any items missed after the last day of your lease, for obvious reasons.

UTILITIES:

When you call the utility companies, please don't have any utilities DISCONNECTED. Just tell the utility companies to transfer the billing to the name listed on the automatic leave-on agreement. If the utility company does not have a leave-on agreement, please call us immediately. Make sure the utilities are out of your name no sooner than the last day of your lease, even if you are physically out of the property earlier. If they are disconnected, you are liable for any fees associated with reconnect.

AUTO EPAYMENTS

If you have signed up for Auto ePayments through your tenant portal you must log into your tenant portal and terminate the Auto ePayment upon your move out. All Seasons, LLC CRMC will not be held liable for funds withdrawn from your bank account if you have failed to terminate the Auto ePayment agreement.

FINAL VACATE INSTRUCTIONS:

You will be charged daily rent until we receive your keys and garage door remotes in our office. These are due no later than NOON on the last day of your lease to avoid being charged additional rent. If our office is closed, please label clearly and put through the slot in our front door at the office. We never allow you to leave the keys or remotes in the home, so please don't ask. We do not know you have vacated until we receive your keys.

WALK THROUGHS:

Please do NOT call for a walk-through. We do not do walk-through inspections with tenants. After you have turned in keys, it is our office policy to do a full video of the property and this is what we use to determine your security deposit calculation along with your move-in condition report.

SECURITY DEPOSITS:

Your Security Deposit Disposition and refund check, if applicable, will be mailed to you sixty (60) days from the date your lease liability terminates. If we don't have a current forwarding address for you, we use the last known address. If you leave a forwarding address on the counter of your home, it may disappear with various people going in and out of the property, so always make sure you have notified the office in writing of your new address. We have nothing to gain by delaying your Security Deposit Disposition. We try to process them as quickly as possible, but because of busy times of the year and month, sometimes it does take the full sixty (60) days. Your calls to request your deposit may only delay the process.

BUYING A HOME?

For those of you considering purchasing a home, our office has agents who SELL real estate and many times there are incentives to use our company. Please e-mail one of the following agents for more information: Suzi@all-seasons.com or Joan@all-seasons.com

RENTING ANOTHER HOME IN EL PASO COUNTY?

Please access our web site www.all-seasons.com for current available properties, or call 632-0463 for more information on vacancies.

Thank you in advance for your cooperation and for being our tenants.