

## Deposit Agreement

Head of Household's Name: \_\_\_\_\_ As a Deposit for Apartment #: \_\_\_\_\_

Property Name: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Amount of Security Deposit: \$ \_\_\_\_\_ Amount Paid: \$ \_\_\_\_\_

This account is \_\_\_\_\_ is not \_\_\_\_\_ paid in full as of the date of this form.

Management agrees that, subject to conditions herein, this Deposit will be returned within thirty (30) days of final inspection. Undersigned agree(s) that this Deposit may not be applied as rent, and that the full month's rent will be paid on or before the first day of every month including the last month of occupancy.

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Conditions upon which Deposit is refundable.

1. First year lease must be fulfilled if a Rural Development property.
2. A 30-day written notice was given prior to leaving apartment.
3. No damage to property beyond normal wear and tear.
4. Entire apartment including range, refrigerator, bathroom, carpets, closets, and cupboards are clean.  
Refrigerator is to be defrosted.
5. No unpaid legal charges or delinquent balances.
6. All keys are returned.
7. All debris and rubbish are properly removed from apartment.  
Large items such as couches, beds, etc. are to be taken to local landfill.
8. Forwarding address given to On-Site Manager.

(Deposit returned by a check mailed to forwarding address. The check is addressed jointly to all persons who signed the lease. There is no pick-up of refund check from the rental office.)

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The undersigned agree(s) that this Deposit may not be applied as rent, and that the full monthly rent will be paid on or before the first day of each month, including the last month of occupancy.

\_\_\_\_\_  
RESIDENT

\_\_\_\_\_  
RESIDENT

\_\_\_\_\_  
DATE

White sheet: file copy  
Yellow sheet: resident copy

## Residential Cost Sheet

### CLEANING CHARGES:

Trash Removal	\$15.00 per bag removed
Range	\$30.00
Refrigerator	\$20.00
Kitchen (other)	\$25.00
Bath	\$25.00
Carpet Shampoo	Charge will total full cleaning charges of professional cleaners if carpet is dirty beyond normal wear and tear.

### \*\*REPLACEMENT / MAINTENANCE CHARGES\*\* (charges subject to change without notice)

Burner / drip pans	\$5.00 each
Counter tops	Replacement Cost
Appliances	Replacement Cost
Patio Door Screen	\$20.00
Patio Screen Door	\$40.00
Storm Door	Replacement Cost
Window Screen	\$15.00
Broken Window	Replacement Cost
Curtain Rod	\$5.00 each
Traverse Rod	\$20.00
Mini-blinds	Replacement Cost
Draperies	Replacement Cost
Doors	Replacement Cost
Carpet	Replacement Cost
Vinyl	Replacement Cost
Broken / Missing Mirrors	\$10.00 per panel
Bathroom Fixtures	\$6.00
Drywall Damage*	\$25.00 (*Holes in excess of 1 inch diameter will be charged according to extent of damage and labor costs.)
Missing light bulbs	\$1.50 each
Globes	\$10.00 each
Locks	Replacement Cost

#### Paint: (other than normal wear and tear and less than 6 months residency)

1 Bedroom	\$100.00
2 Bedroom	\$120.00
3 Bedroom	\$150.00
4 Bedroom	\$180.00