



PROPERTY INFORMATION CHANGE FORM

BASIC COMMUNITY INFORMATION

Submission Date: 3/17/2025 Change Effective Date: 3/17/2025

Community Name: Estates at Arbor Oaks Community Type: Market

Does property use Yieldstar? No

****If your community has already completed this form in its entirety, only complete the fields below that you are requesting to update. Verify prior form submissions by reviewing Yardi Property attachments****

OFFICE HOURS

Current Hours		Requested Change Hours	
Monday:	0 am – 0 pm	Monday:	0 am – 0 pm
Tuesday:	0 am – 0 pm	Tuesday:	0 am – 0 pm
Wednesday:	0 am – 0 pm	Wednesday:	0 am – 0 pm
Thursday:	0 am – 0 pm	Thursday:	0 am – 0 pm
Friday:	0 am – 0 pm	Friday:	0 am – 0 pm
Saturday:	0 am – 0 pm	Saturday:	0 am – 0 pm
Sunday:	0 am – 0 pm	Sunday:	0 am – 0 pm

PROPERTY LEVEL SPECIFIC REQUIREMENTS

Rent to Income Ratio

- Current rent-to-income ratio: 3
- Requested change: 2.50

Month-to-Month Fee (*for non-Yieldstar Market sites only*)

- Current month-to-month fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Non-sufficient Funds (NSF) fee

- Current NSF Fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Service of Notice Fee

- Current service of notice: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Resident Late Fee (*please specify % of monthly rent, % of total ledger balance, OR flat amount*)

- Current late fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.



PROPERTY INFORMATION CHANGE FORM

Resident Late Fee Date (*grace period / what day should late fees be charged?*)

- Current late fee date: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Common Area Charge Fee (*enter 'N/A' if your property does not charge*)

- Common Area Charge Fee: Click or tap here to enter text.

LEASE BUY-OUT / EARLY TERMINATION

How many days prior to move out must Resident provide Notice to Vacate?

- Current NTV minimum days' notice: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Lease Buy-out / Termination Fee (*for Market sites only*)

- Current lease buy-out / termination fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

When must Resident pay Buy-Out / Termination Fee?

- | | |
|--|--|
| <input type="checkbox"/> When providing NTV | <input type="checkbox"/> 60 days prior to move out |
| <input type="checkbox"/> 30 days prior to move out | <input type="checkbox"/> By move out date |

APPLICATION CHARGES

Application Fee (*per applicant*):

- Current application fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Non-Refundable Administration Fee:

- Current administration fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

MOVE IN CHARGES

Minimum Security Deposit (*for full application approval*)

- Current minimum security deposit: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.



PROPERTY INFORMATION CHANGE FORM

OPTIONAL MOVE IN CHARGES

Non-refundable Pet Fee

- Current non-refundable pet fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Non-refundable Pet Fee (second pet)

- Current non-refundable pet fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Refundable Pet Deposit

- Current refundable pet deposit: Click or tap here to enter text.
- Requested change: 0

Refundable Pet Deposit (second pet)

- Current refundable pet deposit: Click or tap here to enter text.
- Requested change: 0

Monthly Pet Rent

- Current monthly pet rent: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Monthly Pet Rent (second pet) (*list second pet rent only, not TOTAL pet rent for both pets*)

- Current monthly pet rent (second pet): Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

OTHER CHARGES (*please verify for accuracy and DO NOT include if charge is billed directly from Conservice*)

Media Package Monthly Fee

Will this be billed to 'Cable' or 'Internet' charge code? Internet

- Current media package monthly fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Pest Control Monthly Fee

- Current pest control fee:
- Requested change: Click or tap here to enter text.

Package Locker Monthly Fee

- Current package lockage fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.



PROPERTY INFORMATION CHANGE FORM

Valet Trash Monthly Fee

- Current valet trash fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Utility Monthly Fee (*for select sites only*)

- Current utility fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

RENTABLE ITEMS

Garage

- Current garage deposit: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.
- Current garage rent: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Storage

- Current storage deposit: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.
- Current storage rent: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Carport

- Current carport deposit: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.
- Current carport rent: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

UTILITY QUESTIONS (*Synergy properties ONLY*)

Water

- Current monthly water fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Storm Water

- Current monthly storm water fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Sewer

- Current monthly sewer fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.



PROPERTY INFORMATION CHANGE FORM

Trash

- Current monthly trash fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Valet Trash

- Current monthly valet trash fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Recycling

- Current monthly recycling fee: Click or tap here to enter text.
- Requested change: Click or tap here to enter text.

Changes Approved by:

Toni Law

(Regional Vice President or Executive Vice President printed name)

Signature:

(Regional Vice President or Executive Vice President signature)