

## FREQUENTLY ASKED QUESTIONS

Thank you for choosing a DTN Community! In order to provide the best possible service, we have included a list of frequently asked questions about your lease agreement. We suggest that you take the time to review your lease agreement and additional paperwork. Should you have any questions or concerns, please address them prior to your lease voiding date.

### **What Is A Lease Agreement?**

The Lease agreement is the key document of the tenancy, setting out important issues such as:

- The length of the occupancy
- The amount of rent and deposit the resident must pay
- The number of people who can live in the leased premises
- Who pays for utilities
- Whether the resident may have pets
- Parking information

### **Where Am I Renting?**

At the top right corner of the lease, under the heading LEASED PREMISES is the address. This will include your street address and apartment number for your future residence.

### **How Long is This Lease?**

The move-in date and move-out date of the lease are stated in Section 1 of the lease. Our lease dates coincide with the semester dates of MSU. If you are attending another school, you should verify that the dates are acceptable to you. All leases begin and end at 12:00 noon.

### **What Is The Payment Amount And When Is It Due?**

This is a term lease agreement. Your rent is due in monthly installments to cover the length of your lease. You will have one initial payment due before you move in and must be made regardless of when you take possession of the apartment. Delaying your move-in date this does not change your initial payment date or remaining rental payment dates. Not making the initial payment when due could result in a breach of the lease and requires the landlord to re-lease your apartment prior to your arrival. Failing to make that payment does not void your lease, but could prevent you from moving in. All payments are due on the 1st of the month. Section 1 of the lease states when your initial payment is due, the number of remaining equal payments, when the final payment is due, and where to send your payments. All payments stated on the lease are total payments for the premises; the payments are not per-person payments.

### **Can Roommates Pay Separately?**

As a convenience to our residents, we will accept separate payments from roommates for the rental payment; however, the lease agreement states in Section 10 that the lease obligation is joint. Please note that by accepting partial payments from each resident that does not mean that you are only responsible for a portion of the rent. We can hold each resident stated on the lease responsible for any money outstanding, even if it is because your roommate has not paid.

### **What Happens If I Pay Late?**

The payment for the premises is due on or before the 1st of the month. If payment is not received by the close of business on the 4th of the month (including any past due that is owed), you will be charged a late fee. An additional fee will be

assessed if full payment is still not received by the 15th of the month. Please refer to Section 3 of the lease for information about fees, including returned or disputed payment fees. Again, because the lease is joint, any fees charged are charged against the premises as a whole. In addition to late fees, legal action will commence on unpaid balances 8 days after the due date adding more financial penalties and potential physical removal of your belongings.

### **Am I Responsible For Utilities?**

Section 4 and the Utility Addendum state which utilities you are responsible for. If you are renting a house or duplex, you are also responsible for snow removal and leaf raking.

### **How Much Are The Administrative And Reservation Fees?**

The Administrative Fee of \$40.00 per person is a non-refundable Fee. This Fee covers the cost of processing your application. The Reservation Fee reserves your premises until you make your initial payment. When you make your initial payment, the Reservation Fee is applied towards your total move-in payment. Please refer to Section 5 of the lease for payment due dates.

### **Is The Security Deposit Refundable?**

The amount of the Security Deposit is stated in Section 6 of the lease. The Security Deposit is refundable within 30 days after vacating your apartment if you have given the office your forwarding address in writing within the 4 days after moving out, there is no balance owed and/or damages beyond ordinary wear and tear. When you move in, you will receive an Inventory Checklist to complete and return to us within 7 days. On this form, you will state the condition of the premises at move in and we will use this same form to state the condition of the apartment at move-out. This ensures that you will not be charged for any previous damages.

### **Why Is There A Security Deposit Representative?**

The deposit will be refunded in one check made payable to the Security Deposit Representative stated in Section 6 of the lease. The representative will also be the primary (and possible only) contact person to receive move-in information prior to your initial payment being due. They will also be the contact in case we need to reach you about your lease agreement or apartment. Correspondence with this person will be considered contact with all lease holders.

### **Is The Apartment Furnished?**

Section 7 of the lease states whether the premises are furnished or unfurnished. If the premises are furnished, the furniture addendum provided with your lease paperwork will state what furnishings are provided in the premises.

### **How Many Roommates Am I Allowed to Have?**

Many cities, including the City of East Lansing, as well as the Landlord, have strict guidelines as to the number of people that may reside in the premises. Please refer to Section 8 of your lease.

### **Can I Sublease?**

You may sublet your apartment with the written consent of the Landlord, a zero balance on your account, approval of all leaseholders and sublessors. In addition, the appropriate documents from your leasing office must be signed before anyone can move in. Please refer to section 14 of your lease agreement for more information.

### **Can I Cancel This Lease?**

Sections 11 and 12 state your obligation if you cancel the lease prior to or during occupancy. You are responsible for the rent until the premises are re-rented, and you are responsible for any loss of rent (such as re-renting for a lesser rate). In addition, you will be charged a premature Cancellation Fee of \$250.00 and repay any promotion or concession.

**Is There Parking?**

If you require parking, please refer to the Parking Addendum to find out how many vehicles you are permitted for the premises. Your vehicle must have a valid permit to park on the property. The vehicle must be registered to you or your parent(s) and have a valid permit issued to you through the leasing office. At some communities, you must also park your vehicle in an assigned spot. You risk being ticketed and/or towed if you violate parking rules.

**Why Do You Recommend Renter's Insurance?**

Renter's Insurance is mandatory and is peace of mind worth the small investment. Our property insurance does not cover your personal property. You are required to provide evidence of renter's insurance prior to move in and minimum coverage limits apply. If you do not have renter's insurance, we recommend you visit our preferred vendor [www.ResidentShield.com](http://www.ResidentShield.com). Please refer to the Rental Insurance Addendum for more information.

**Do You Allow Pets?**

Your lease agreement states without permission from the Landlord pets are not permitted. Permission is available at select communities. Do not assume that pets are allowed. If your community allows pets, before you bring it into your home you will be required to sign the addendum. Please note that the DTN has the right to restrict the type, breed, number, and size of allowable pets.

**Who Do I Call If I Have Questions?**

Please contact your leasing office to answer any additional questions you may have.