

RESIDENT SALES AND SERVICES INFORMATION AND CHARGES

In compliance with your lease, we require a thirty (30) day written notice of your intention to move out, including the date and a forwarding address. The following list is to inform you of possible cleaning and other charges that may occur during your move out. The cleaning fees listed are to be applied in the event our employees are required to clean or repair areas of your apartment. In addition, should damage occur during residency the following charges will also be applicable.

Cost of Cleaning

Cabinets/Countertops	\$10.00	Carpet Replacement	Prorate Cost By Age
Floors (kitchen/bathroom)	\$10.00	Carpet Cleaning	\$40.00
Refrigerator/Freezer	\$20.00	Carpet Burns, Rips, Stains, Tears	*Cost Plus
Stove/Oven	\$20.00	Deodorize Carpet	*Cost Plus
Microwave	\$10.00	De-Flea Carpet	*Cost Plus
Dishwasher	\$10.00	Resurface Bathtub/Sinks	*Cost Plus
Washer	\$10.00	Faucets (Kitchen, Bathroom)	*Cost Plus
Dryer	\$10.00	Floor Tile/Floor Plank	*Cost Plus
Ceiling Fan	\$10.00 ea.	Garbage Disposal	*Cost Plus
Patio	\$25.00	Damage to Walls, Doors, Granite Kitchen/Bathroom Countertops, Cabinets, and Addition Coats of Paint	*Cost Plus
Bathtub/Shower/Sinks	\$20.00		
Medicine Cabinet	\$5.00		
Toilet	\$10.00		

Replacement of Items

Kitchen Sink Stopper	\$2.00 ea.	Bathroom Mirror	\$60.00
Over the Stove Microwave	\$350.00	Broken Toilet	\$90.00
Microwave Tray	\$20.00	Toilet Tissue Holder	\$5.00
Stove/Oven Knobs	\$10.00 ea.	Towel Bar	\$10.00
Black Electric Stove	\$450.00	Bathroom Sink/Shower Faucet	\$75.00
Drips Pans	\$5.00 ea.	Bathroom/Bathtub Stopper	\$5.00
Refrigerator Racks/Bins	\$20.00	Shower Rod	\$5.00
Dishwasher Utensil Rack	\$10.00	Shower Head	\$5.00
Entire Cabinet Replacement	*Cost Plus	Fire Extinguisher	\$25.00
Cabinet Drawers/Doors/Shelves	*Cost Plus	Smoke Detector	\$10.00 ea.
Kitchen Faucet	*Cost Plus	Door Stops	\$1.00
Granite Kitchen/Bathroom Countertops	*Cost Plus	Light Bulbs	\$1.00
Bedroom/Kitchen Light Fixtures	*Cost Plus	Electrical Plate Cover	\$2.00
Ceiling Fan	\$50.00	Door Bell	\$20.00
Mini Blinds		Alarm	\$40.00
Small	\$20.00	Closet Shelves	\$15.00 ea.
Medium	\$30.00	Closet Rod	\$10.00 ea.
Large	\$40.00	Batteries	\$2.00
X-Large	\$80.00	Miscellaneous Items	
Door Knob	\$15.00 ea.	Trash Out	\$10.00-\$50.00
Patio Door	*Cost Plus	Mailbox Lock	\$10.00
Screen	*Cost Plus	Change of Locks	\$25.00
Window	*Cost Plus	Key replacement/key fob replacement	\$5.00 ea./\$21.00 ea.
Glass Door (Sliding Patio)	*Cost Plus	Each Key/Key Fob Not Returned at Move-Out	\$10.00/ \$25.00

The Management Company does not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, its federally assisted programs and activities. A designated Section 504 Coordinator is responsible for coordinating compliance with the nondiscrimination requirements contained in HUD's regulations. To obtain the name and contact information of the current Section 504 Coordinator, or to request corporate management office information, please contact your local Community Office directly.

***Cost Plus Items will include labor plus materials or full cost of contractor billing if required.**

****This is not a complete listing of items in each residence. ****

Charges are subject to change.

If you have any questions about the above costs, please contact the Property Manager.

Resident Signature

Date

Resident Signature

Date

Resident Signature

Date

Management Signature

Date

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