

DAVEY GOOSMANN REALTY & PROPERTY MANAGEMENT
MOVE-IN / MOVE-OUT & PROPERTY RULES ACKNOWLEDGMENT

Property Address: _____
Tenant(s): _____

Lease Date: _____

Move-In Date: _____

This acknowledgment supplements the Residential Lease and is intended to provide clear, practical property-care and move-out expectations. It does not replace the Lease or the Tenant Property Care & Maintenance Responsibility Addendum.

1. GENERAL PROPERTY CARE

- Keep the residence reasonably clean and sanitary, including floors, kitchen surfaces, bathrooms, appliances, fixtures, and other areas used by Tenant.
- Promptly report leaks, plumbing backups, HVAC problems, electrical issues, broken fixtures, roof or ceiling leaks, unusual moisture, and other conditions needing attention.
- Do not make repairs, alterations, or modifications requiring specialized work unless Landlord or Property Manager authorizes them in advance, except for reasonable emergency action needed to prevent immediate damage.

2. WALLS, DECORATIONS, AND ALTERATIONS

- Use only small picture-hanging nails or appropriate picture-hanging hardware unless written approval is obtained for another method.
- Do not install anchors, shelves, televisions, fixtures, paint, wallpaper, or other alterations without prior written approval when required by the Lease.
- Do not patch, texture, or paint walls at move-out unless instructed by Property Manager. Improper patching or mismatched paint can increase repair costs.

3. KEYS, REMOTES, AND ACCESS DEVICES

- Tenant is responsible for safeguarding all keys, mailbox keys, garage remotes, gate devices, pool keys, and other access devices issued for the Property.
- Lost or missing items may be charged at the actual or reasonable replacement/rekey cost or the amount otherwise authorized by the Lease.
- All keys, remotes, and access devices must be returned when possession is surrendered.

4. YARD AND EXTERIOR RESPONSIBILITIES - IF APPLICABLE

- When yard maintenance is Tenant's responsibility under the Lease, Tenant must mow, edge, control weeds, remove ordinary yard debris, and water as reasonably needed and as permitted by local restrictions.
- Promptly report broken irrigation components, major drainage issues, diseased or hazardous trees, or other conditions requiring professional attention.
- Tenant may be responsible for damage caused by misuse, neglect, or failure to perform lease-required yard maintenance, but not for ordinary deterioration or conditions that are Landlord's responsibility.

5. HOA AND COMMUNITY RULES - IF APPLICABLE

- Tenant must comply with applicable HOA, condominium, neighborhood, parking, trash, architectural, and community rules provided or made available to Tenant.
- Tenant may be responsible for fines, charges, or corrective costs resulting from Tenant's, an occupant's, or a guest's violation of those rules, to the extent allowed by the Lease and applicable law.

6. FREEZING WEATHER AND SEVERE WEATHER

- Tenant must follow reasonable written freeze-protection or severe-weather instructions provided by Landlord or Property Manager.
- Tenant must maintain required utilities and reasonable indoor heat and promptly report suspected frozen, leaking, or broken plumbing.
- Tenant should know the location of the main water shutoff and electrical breaker panel and use them only when reasonably necessary and safe.

7. MOVE-OUT CLEANING AND CONDITION

- At move-out, leave the Property clean, free of trash and personal property, and in the condition required by the Lease, ordinary wear and tear excepted.
- Clean floors, bathrooms, kitchen surfaces, sinks, tubs, showers, toilets, cabinets, drawers, appliances, windows/blinds where reasonably accessible, ceiling fans, and other areas used during the tenancy.
- If carpet cleaning is required by the Lease or is reasonably necessary because of Tenant-caused soil, staining, odor, or similar condition, Tenant must comply with those requirements.
- Garage, patios, storage areas, and other areas used by Tenant should be emptied of personal property, swept, and left reasonably clean.

8. PERSONAL PROPERTY AND DEBRIS

- Remove all personal property, trash, unwanted furniture, boxes, chemicals, and other items when possession is surrendered.
- Do not leave items at the curb, in the garage, attic, yard, storage area, or other location unless Property Manager has given written permission.
- Removal, hauling, storage, or disposal costs may be charged when permitted by the Lease and applicable law.

9. FORWARDING ADDRESS AND RETURN OF POSSESSION

- Provide Property Manager with a forwarding address for notices and security-deposit accounting.
- Return all keys, remotes, access devices, and other Landlord property as directed.
- Possession is not considered fully surrendered merely because personal belongings have been removed; follow the surrender and notice requirements of the Lease.

10. REPAIR, CLEANING, AND SERVICE CHARGES

Tenant's responsibility for repair, cleaning, service, replacement, or other charges is governed by the Residential Lease and the Tenant Property Care & Maintenance Responsibility Addendum. Charges should be based on the actual circumstances and reasonable costs incurred and may apply when damage, cleaning, a service call, or other expense results from Tenant misuse, negligence, failure to perform a Tenant responsibility, or failure to follow reasonable written instructions.

Nothing in this acknowledgment is intended to make Tenant responsible for normal wear and tear or for repair duties that remain Landlord's responsibility under the Lease or applicable law.

11. ACKNOWLEDGMENT

- Tenant has received and reviewed these property rules and move-out expectations.
- Tenant understands that this document supplements, but does not replace, the Residential Lease.
- Tenant understands that the Tenant Property Care & Maintenance Responsibility Addendum contains additional maintenance and cost-responsibility requirements.
- If a conflict exists between this acknowledgment and the Residential Lease, the Residential Lease controls unless applicable law provides otherwise.

Tenant Signature: _____

Date: _____

Tenant Signature: _____

Date: _____

Tenant Signature: _____

Date: _____

Landlord/Property Manager: _____

Date: _____