

Original Renewal Sublease

TERM RENTAL CONTRACT

That thereafter automatically converts to a Month-To-Month Tenancy

This agreement made on the # day of **September, 2008**, by and between

Landlord: Watson Management Co., Inc. Owner Agent

Landlord Address: 102 East Baldwin Avenue, Spokane, WA 99207

Landlord Phone Number: (509) 325-2127

Premises: Enter Address, Spokane, WA Zip Code

Tenant: Tenant Name(s)

Other Occupant(s): Othr Names

Initial Term: From October #, 2008, to the last day of September, 2009,

Monthly Rent: \$.00

Rent Due Date: 1st Day Of Each Month

Rent Grace Period: 4 Days After Rent Due Date

Included Utilities: list included utilities

Amounts To Be Paid By Tenant At Move In:

\$ Rent

\$ Security, Cleaning and Damage Deposit (SCDD)

\$ Additional SCDD If Pet Addendum Is Attached

Number of Keys and Remotes Issued to Tenant

2 Entry 0 Laundry Room 0 Mailbox 0 Garage Door 0 Garage Remotes 0

Smoking is is not permitted at the Premises

Renter's Insurance is required or is recommended but not required

Addendums And Other Attachments: Property Condition Report Disclosure of Lead Based Paint and Lead Based Paint Hazards Mold and Mildew Addendum Fire Safety Addendum Pet Addendum Pamphlet *How To Protect Your Family From Lead In Your Home* Pamphlet *A Brief Guide To Mold, Moisture and Your Home* Pamphlet *The Law of Real Estate Agency* Tenant Handbook Other:

Each party executing this agreement as a Tenant acknowledges that he/she has read this agreement with addendums in its entirety and understands and agrees to be bound by all of the terms and conditions contained herein.

_____/_____/_____
Tenant Name Date

_____/_____/_____
Tenant Name Date

_____/_____/_____
Tenant Name Date

_____/_____/_____
Tenant Name Date

_____/_____/_____
Landlord **Date**

Agreement: This agreement is entered into this date by and between the Landlord and Tenant.

IN CONSIDERATION OF THEIR MUTUAL PROMISES AGREE AS FOLLOWS:

1. **Landlord.** The term Landlord shall mean the Owner of the Premises or the Owner's authorized Agent.
2. **Lessor.** The term Lessor shall refer to the Property Owner of the Premises.
3. **Tenant.** The term Tenant shall mean each maker of this Agreement jointly and severally other than the Landlord.
4. **Lessee.** The term Lessee shall mean the same as Tenant as set forth herein.
5. **Agency Disclosure.** The Agent named herein acts solely as agent for the Owner and is not representing the Tenant in the execution of this Agreement. Tenant acknowledges receipt of this notice of agency both orally and in writing and has received the pamphlet titled *The Law of Real Estate Agency*. Further the Agent is not the Owner of the Premises.
6. **Premises.** Landlord rents to the Tenant the Premises of which the commonly known address is set forth herein. In the event of a multiple-family dwelling, the Premises shall mean that certain dwelling unit as set forth herein.
7. **Use of Premises.** The use of the Premises is restricted to residential occupancy. The Premises shall not be used for any business or other purpose other than as a residential dwelling unit. The Tenant is not permitted to use basement and other areas as bedrooms or sleeping areas that do not meet the requirements of the local building and fire code for a bedroom.
8. **Tenants and Other Occupants.** The Premises shall be occupied only by Tenants and Other Occupants named herein. Occupancy by any other person for more than five (5) nights in any calendar year shall constitute a breach of this Agreement unless prior consent is given in writing by Landlord.
9. **Term Of Tenancy.** The Tenant agrees to stay for the Initial Term as set forth herein. Automatically thereafter this rental contract will convert to a month-to-month tenancy upon the same terms and conditions, unless notice is made by either party in accordance with paragraph 32 of this agreement.
10. **Monthly Rent.**
 - a. Rent is due in advance on the Rent Due Date as set forth herein on each and every month.
 - b. Rent shall be paid at the Landlord Address or at such other place as directed by the Landlord.
 - c. Rent shall be paid by check, cashier's check or money order and made payable to Agent. Post-dated checks or two-party checks will not be accepted. If payment is by check, payment must be made by a Tenant. Only one check will be accepted for payment of each month's rent. An additional payment fee of \$2.50 will be added for each subsequent payment received.
 - d. Landlord may at Landlord's option may accept or require cash payments from the Tenant.
 - e. In the event a check is returned by a financial institution for any reason (non-sufficient funds, stopped payment, etc.) Tenant agrees to replace returned check with a cash, cashier's check or money order within 24 hours and the non-sufficient check will not be redeposited. Tenant further agrees to pay a dishonored check fee at the ten current rate charged by the Landlord and to pay all future rents with cash, cashier's check or money order at Landlord's request. Dishonored checks will incur a Late Fee.
11. **Grace Period and Late Rent Fee.** The Grace Period set forth herein. Rents received after the expiration of the Grace Period shall incur Late Fee of ten (10) percent of one full month's Rent or a minimum Late Fee of Fifty Dollars (\$50.00), whichever is greater. The Grace Period is absolute and Tenant shall be responsible for all delays in delivery. Grace Period shall not be extended for weekends, holidays or days when the office of the Landlord is not open.

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12. **Utilities.** Tenant shall pay all utilities made payable by or predicated upon occupancy of Tenant except as provided herein if applicable. If refuse/garbage service is provided by Owner, this service is limited to one 32 gallon refuse container. Tenant shall be charged for any/all excess refuse charges. Tenant further agrees to keep utility bills current at all times. Failure by the Tenant to keep utility billings current shall constitute a breach of this Agreement. The Tenant authorizes the Landlord to receive a duplicate copy from the utility company of any utility bill that may become a lien against the Premises and the Tenant agrees to pay the cost of such duplicate copy.
13. **Amounts To Be Paid By Tenants At Move In and Application of Funds.** The tenant shall pay the amounts set forth in this Agreement. Possession shall not be granted to the Tenant unless payment has been made in full.
- a. **Rent.** Rent shall be prorated for the first month if this Agreement starts between the first and fifteenth of the month. After the fifteenth of any month the Tenant shall pay one full month's Rent at time of executing this Agreement and the prorated balance due for the next calendar month shall be paid by the Rent Due Date to the Landlord.
 - b. **Security, Cleaning and Damage Deposit.** The Tenant shall pay the amount(s) set forth herein as a combined Security, Cleaning and Damage Deposit. Agent may claim/withhold from the SCDD only such amounts as are reasonably necessary to remedy Tenant defaults of this Agreement. No later than 14 days from the date of termination of tenancy and vacation of the premises by the Tenant, the Landlord shall furnish with an itemized written statement of the basis for, the amount of, any amounts withheld and shall return any remaining portion of the SCDD to the Tenant.
 - c. **Tenant deposits shall be held in a trust account at River Bank, 202 E Spokane Falls Blvd, Spokane, Washington. Chapter 59.18 of the Revised Code of Washington (RCW) provides for the Landlord to retain any interest earned on deposits.**
 - d. **Additional SCDD.** If additional deposit funds have been required as a condition of tenancy, the Landlord shall account for these funds in the same manner. Additional funds required for pets are merely an increase in the combined SCDD and this shall not limit the remedy available to the Owner/Landlord for damages or cleaning necessitated by a pet.
14. **Keys and Remote Controls.** Agent shall retain a set of keys to the Premises. Tenant may not change locks without the prior written approval of the Landlord. Tenant shall furnish a copy of each key to Landlord with 24 hours of changing locks or pay to the Landlord the cost of a locksmith to make a set of keys for the Landlord. Tenant acknowledges receipt of keys and remote controls in good working order as set forth herein. Tenant agrees to pay \$15.00 for each key and \$50.00 for each remote control not returned to Landlord at Landlord Address set forth herein at the time of vacating the premises and termination of tenancy. **TENANCY SHALL NOT BE DEEMED TERMINATED OR THE PROPERTY VACATED UNTIL THE TENANT DELIVERS TO THE LANDLORD AT THE LANDLORD ADDRESS SET FORTH HEREIN.**
15. **Smoking.** If smoking is permitted at the Premises, the tenant assumes full responsibility for cleaning and repairs and the cost of cleaning and repairs to remediate all smoke odors and tar and tobacco residue.
16. **Renter's Insurance.** Tenant's personal property is not insured by the Landlord. Landlord requires or advises the Tenant to procure a renters insurance policy to protect himself from personal property losses or liability claims. Landlord does not recommend any specific insurance company and recommends that Tenant investigate options carefully and seek competent professional advice before purchasing a renters policy.
17. **Military Provision.** Tenant that are or become members of the armed forces of the United States are eligible for relief as provided for in the ***Service members Civil Relief Act of 2003 (SCRA)***. Relief is conditioned upon service member /tenant delivering to landlord a copy of orders and written notice as required by the SCRA.
18. **Addendums and Other Attachments.** Tenant acknowledges receipt of a completed copy of the Addendums and Other Attachments as set forth herein in this Agreement and/or required by law including a pamphlet titled *The Law of Real Estate Agency, How To Protect Yourself From Lead In Your Home and Mold, Mildew and Moisture.*

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19. **Application of Funds.** Monies paid by the tenant shall be applied in the following order: 1) late rent fees; 2) dishonored check fees; 3) process service and notice preparation fees for all notices served upon Tenant; 4) Tenant –caused damages/repairs/expenses; 5) any other outstanding Tenant charges; 6) past due rent, oldest charge first; 7) current rent.
20. **Assignment and Subletting.** No portion of the Premises shall be sublet nor this agreement assigned without the express written consent of the Landlord. The Tenant shall pay the Landlord a fee equal to one-half one month's rent with a minimum of \$400.00 for the Landlord's time and professional services in subletting this agreement in addition to any other amounts provided for by law.
21. **Joint and Several Liability.** The undersigned Tenant, whether or not in actual possession of the Premises, are jointly and severally liable for all obligations under this Agreement, and shall indemnify Landlord for liability arising prior to the termination of this Agreement for personal injury or property damage caused by or permitted Tenant, their guests or invitees. This does not waive Landlords duty of care to prevent personal injury or property damage where that duty is imposed by law.
22. **Pets.** No pets shall be permitted on the Premises without the expressed written consent of the Landlord. Pets shall be construed to include but are not limited to birds, animals, rodents, fish and reptiles. Tenant shall be in compliance with all local, county and state laws concerning licensing of animals and shall evidence such by providing a copy of the license to the landlord/agent herein prior to taking occupancy of the dwelling and upon the expiration of any license, shall provide evidence of relicensing of such animal. If a pet is authorized by the Landlord, an additional SCDD will be required as set forth herein and a Pet Addendum will be attached. Tenant agrees to be financially responsible and to indemnify the Landlord from all damage caused by Pets and to have the carpets professionally cleaned, defleaed and deodorized upon vacating the premises and termination of tenancy or pay the costs thereof. The carpet cleaning requirements shall be evidenced by a receipt from a licensed and bonded carpet cleaning professional.
23. **Service/Companion Animals.** If a Tenant has provided appropriate documentation authorizing a service/companion animal to be at the dwelling, no deposit is required. However, Tenant shall be in compliance with all local, county and state laws concerning licensing of animals and shall evidence such by providing a copy of the license to the landlord/agent herein prior to taking occupancy of the dwelling and upon the expiration of any license, shall provide evidence of relicensing of such animal.
24. **Common Areas** All Tenant(s) shall have equal and unobstructed use of common areas of a multi-family dwelling. Tenant(s) shall not store personal property in common areas including but not limited to walkways, lawn, sidewalks, driveways, etc. After using personal property in common areas, Tenant(s) shall store personal property in either their dwelling, garage or assigned storage locker. Personal property left in common areas is subject to disposal without notice. Vehicles parked in common areas are subject to impound and tow-away without notice.
25. **Property Condition Report.** Landlord shall complete a Property Condition Report prior to the Tenant taking occupancy. The Property Condition Report shall note all existing defects and deficiencies at the Premises existing prior to Tenant taking possession. Tenant shall have seven (7) days from the date of this Agreement to return to the Landlord a written list of additional items the tenant would like noted. These additions are subject to confirmation by the Landlord. The same Property Condition Report shall be used to determine charges, if any, to the Tenant upon termination of tenancy and vacation of the property to determine Tenant charges for cleaning and repair of damages that exceed normal wear and tear as provided for by law.
26. **Alterations and Repairs.** Except as provided for by law, no repairs, decoration or alterations shall be done by the Tenant with the prior written consent of the Landlord. Tenant shall notify Landlord in writing of any repairs or alterations contemplated. Decorations include, but are not limited to, painting, wall papering, hanging of murals, posters, borders or stenciling. Tenant shall hold Landlord harmless as to any mechanic's lien recordation or proceedings costs by Tenant and agrees to indemnify the Landlord in the event of any such claim or proceedings.

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27. **Tenant's General Responsibilities At The Premises.** Tenant shall:
- a. Keep the property clean and sanitary inside and out at all times, and in good order and condition.
 - b. Not mar or deface the walls, woodwork, or any part of the Premises.
 - c. Immediately report to the Landlord items needing repair.
 - d. Pay for damage to the Premises as a result of a failure to report a repair need in a timely manner.
 - e. Pay Landlord upon demand the cost to repair, replace or rebuild any portion of the Premises damaged, whether through act or negligence by the Tenant, Tenant's guests or invitees.
 - f. In the event of a break-in, supply the Landlord with a copy of the Police report at the Tenant's expense; should the tenant fail to do so, the Tenant agrees to pay all costs of repair.
 - g. Be responsible for damage done by rain, wind or sprinkler/irrigation systems as a result of leaving windows or doors open or from excessive watering or use of irrigation or sprinkler systems.
 - h. Not operate or use a bar-b-que grill or any other combustible equipment within ten feet of any structure or on patios, lanais or decks.
 - i. Not have or maintain any attractive nuisance at the Premises, to include but not be limited to: trampolines, swimming pools, ramps, portable basketball hoops.
 - j. Not store any personal property in common areas of multi-family dwellings (2 or more units).
 - k. Not cause or allow a disturbance that interferes with the right of quiet enjoyment of adjacent units or dwellings. Tenant shall observe quiet time between the hours of 10:00 PM and 7:00 AM seven days a week.
 - l. Not participate in or allow any illegal activities at the Premises.
 - m. Be responsible for the conduct and actions of all Tenants, Other Occupants, Guests, Invitees other persons at the Premises and any breach of any covenant of the Agreement by said persons shall be deemed to be a breach by the Tenant.
28. **Tenant Responsibilities For Maintenance.** Tenant agrees to be and accepts responsibility for:
- a. Cleaning carpets when they become soiled.
 - b. Replacing broken or cracked glass, regardless of the circumstances of the breakage, unless a Police report is provided to the Landlord detailing the incident within 72 hours of the occurrence.
 - c. Changing the furnace/air conditioning/ventilation filter a minimum of one time each calendar month.
 - d. Replace burned out light bulbs with a bulb similar to the ones provided at time of occupancy.
 - e. Mitigation of any infestation of ants, rodents, fleas or other insects or pests.
 - f. To attempt to clear clogged toilets or drains with a plunger prior to contacting Landlord for repairs. If the clog is a result of a foreign object in the drain or toilet, the Tenant agrees to pay the Landlord for the cost of repair.
 - g. To pay for all unnecessary workman service calls, service calls caused by Tenant negligence and additional service calls resulting from Tenants failure to keep scheduled appointment with repairmen.
 - h. Yard care including but not limited to watering, mowing, weeding, and fertilizing except in the case of a multi-family dwelling of three or more units.
 - i. Where fuel oil is the source of heat, Tenant agrees to maintain an adequate level of fuel oil in the oil tank to provide a continuous hat source to the premises. *Allowing the fuel tank to run dry shall be tenant negligence and Tenant shall be responsible for all costs and repairs to heat sourced as a result of tank running dry.*
29. **Smoke Detectors.** One or more smoke detectors are in place and are operational. Tenant agrees to test the smoke detector at least once a week. If the smoke detector is battery powered, Tenant agrees to replace the battery as needed. If, after replacing the battery, the smoke detector does not work, Tenant agrees to inform the Landlord immediately, in writing. If the smoke detector is not battery powered, Tenant agrees to inform the Landlord immediately of any malfunction. Tenant is subject to fine by the State Fire Marshall for non-functioning smoke detector.

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30. **Automobiles and Parking.** Tenant shall not perform vehicular work on or in front of the Premises. Vehicles shall not be parked on the lawn. Vehicles leaking fluids shall be repaired or removed from the Premises. Inoperative (including vehicles with flat tires), and unregistered vehicles will not be parked on or in front of the Premises. Parking permits are required at some multi-family facilities. If a parking permit has been issued it must be visibly hung on the rear view mirror of the vehicle. Vehicles not displaying a valid parking permit are subject to tow away at vehicle owner's risk and expense with notice. There is a twenty-five dollar (\$25.00) fee for a replacement parking permit or for a parking permit not turned in at time of termination of tenancy and vacating the Premises.
31. **Use of Premises.** Premises shall be used as a residence only. Operating a business (auto repair, day care center, etc.) at the Premises is prohibited. Tenant shall not violate any governmental law at the Premises, permit waste or nuisance, annoy or interfere with any other Tenant or neighbor.
32. **Condominiums.** Tenant shall pay on demand any fines levied upon Landlord for a Tenant violation of the Condominium Rules and Regulations. Tenant is responsible for maintaining working light bulbs in front and rear porch and carport light fixtures. Tenant agrees to comply with all Condominium Association rules, regulations and policies. Tenant acknowledges receipt of the condominium rules and regulations.
33. **Telephone.** A telephone is required for all Tenants. Tenant shall have a telephone within fourteen (14) days of occupancy and provide such number to the Landlord within the same fourteen-day period. Should it be necessary for Landlord to drive to the Premises as a result of the Tenant breaching this covenant, the Tenant agrees to pay a trip fee of fifty dollars (\$50.00). Cellular telephones are acceptable. The telephone number shall be a local number for the city where the Premises is situated.
34. **Entry and Survey of Premises.** Landlord may enter the Premises to make necessary repairs, alterations and to survey the property with a forty-eight (48) hour notice. Tenant authorizes repairmen to enter the Premises by use of a file key to make Tenant requested repairs. During the last thirty (30) days of the Tenant's occupancy the Tenant authorizes the Landlord to place a *For Rent* sign on the Premises and to show the Premises to prospective tenants with a twenty four (24) hour notice. In the event the property is listed *For Sale*, Tenant agrees and authorizes a *Multiple Listing Service (MLS)* lockbox to be installed on the Premises for entry by real estate agents. Further the Landlord or other real estate Agents may enter the Premises with twenty-four (24) hours notice.
35. **Breach of Contract.** Tenant shall pay a Notice Preparation and Process Service Fee of fifty dollars (\$50.00) for each and every notice prepared by Landlord as a result of a breach of any covenant of this Agreement or of Chapter 59.18 RCW. In the event Tenant vacates the Premises prior to the end of this Agreement or is evicted due to a violation of this Agreement, Tenant agrees to pay to the Landlord for all costs incurred as a result of the breach including, but not limited to, attorney's fees, lost rents, advertising, and property management fees. In the case of a breach requiring an inspection trip to the property by the Landlord, the Tenant agrees to pay a trip fee to the Landlord of fifty (\$50.00) dollars.
36. **Termination and Holdover.** This Agreement may be terminated by service upon the other party of a written twenty (20) day notice of termination of tenancy, at least twenty (20) day prior to the expiration of the Initial Term or twenty (20) days preceding any rent paying day when a month-to-month tenancy exists. Any holdover, if authorized by the Landlord, shall result in the Tenant paying daily rent at 1/30th of the then current Monthly Rent in addition to *Daily Rent Damages* at the daily rate of 1/30th of the then current Monthly Rent. Tenancy shall not be deemed terminated and the property not deemed vacated until the Tenant delivers keys to the Premises to Landlord at the Landlord Address set forth herein
37. **Return of Security, Cleaning and Damage Deposit (SCDD).** Tenant agrees to surrender the Premises in a clean and rentable condition. Return of the SCDD is subject to the following conditions:
 - a. A written twenty (20) day notice of termination of tenancy has been received by the Landlord from the Tenant or the Landlord has issued such notice to the Tenant. The twenty-day period commences the date the Landlord or Tenant has been served said notice. The notice must be served and received at least twenty days prior to the next Rent Due Date.
 - b. No outstanding late fees, notice preparation fees, process service fees, dishonored check fees, pet fees, outstanding rents or repair charges.

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- c. All keys (entry, laundry room, mailbox, other) garage door controls and parking permits are returned in good working condition to Landlord on date of vacating the Premises.
- d. No damage to the Premises beyond normal wear and tear exists, excepting that indicated on the Property Condition Report.
- e. The entire Premises, including, but not limited to, oven, range, refrigerator, bathrooms, closets, and cupboards are clean. DIRT/SOIL ANYWHERE INSIDE THE DWELLING IS NOT NORMAL WEAR AND TEAR.
- f. Grass is in good condition and groomed; shrubs are trimmed; flowerbeds are weeded.
- g. All debris, rubbish and garbage are removed from the Premises.
- h. All carpets have been professionally cleaned and tenant has provided Landlord with a copy of the paid receipt for such cleaning at the time of termination of tenancy and vacating the property.
- i. Vacation of the Premises by all occupants.
- j. If Landlord finds it necessary to hire any vendor(s) to perform cleaning and/or repairs to restore the Premises to the condition in which the Tenant received the Premises, less reasonable wear and tear, the Tenant agrees to pay an Administrative Move Out Fee of \$50.00 to the Landlord. This amount will be in addition to any charges from the vendor(s).
- k. Pay a re-inspection fee for each re-inspection required after the initial move out inspection of \$50.00.

38. **Delinquencies and Collection Activities.** If any amount remains delinquent upon termination of tenancy or as a result of charges against the Security, Cleaning and Damage Deposit, the Tenant agrees to pay to the Landlord interest on the unpaid balance at the rate of one (1) percent per month from the date of terminating tenancy. Should this account be referred to a collection agency the Tenant agrees to pay all costs of collection (THIS WILL DOUBLE THE AMOUNT OWED). A minimum monthly service fee for billing of \$10.00 will be charged to all accounts with an unpaid balance.

39. Legal Action and Fees.

- a. If any action is commenced to enforce any right provided for in this Agreement, the prevailing party shall be entitled to reasonable attorney’s fees.
- b. The Tenant agrees to pay to the Landlord a notice preparation and process service fee of \$50.00 for any Tenant breach of any covenant contained herein or in Chapter 59.18 RCW.
- c. The venue for any legal action initiated by Landlord or Tenant shall be in the county in which the Premises is located.
- d. Notice upon Landlord may be served at Landlord’s Address as set forth herein.
- e. Notice upon Tenant shall be served at the Premises.

40. Renewals and Sub-Leases.

- a. If this is a Renewal, the terms and conditions of this agreement shall supersede and conflict in terms and conditions with the original rental contract. Original deposit amounts previously paid shall remain unchanged. Property condition reports shall remain in effect.
- b. If this agreement is noted as a Sublease, this agreement is junior to the original rental agreement and fulfillment of this sublease agreement is designed to mitigate the responsibilities of the original Lessee/Tenant. The Tenant under this Sublease agreement shall be responsible to both the Landlord/Agent and the original Lessee/Tenant for performance of the terms and conditions herein.

41. **Your Credit Rating** is one of your greatest assets—only you can earn it and protect it. To maintain a good credit rating and to avoid additional charges, all payments must be made on or before the date specified in this Agreement

42. Additional Terms.

The undersigned Tenant acknowledges having read and understood the foregoing including Addendums and Other Attachments as set forth herein and receipt of a duplicate copy of the same. Further, the signature of any one Tenant on Addendums and Other Items shall serve as notice and acceptance of these provisions by all Tenants.

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Property Condition Report

Premises: _____

Prepared by: Owner Agent

ROOM				COMMENTS:
ITEM	Yes	No		
PORCH - ENTRY				
Keys			Knob () Deadbolt () Mailbox () Garage () Laundry ()	
Hand Rail				
Mail Box				
House Numbers				
Porch Fixture			Bulbs () Cover ()	
Door Bell				
Storm Door			Glass () Screen () Closure () Chain	
Entrance Door				
Floor C V O				
Steps				
Walls			Handrailing ()	
Ceilings				
Window / Side light			Storms () Screens ()	
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()	
Fixture			Bulbs () Cover ()	
Closet			Rods () Shelf () Guides/Rollers () Knobs ()	
LIVING ROOM				
Floor C V O				
Walls			Nail Holes ()	
Woodwork			Doorstops ()	
Ceiling				
Fixture			Bulbs () Cover ()	
Windows In/Out			Storms () Screens ()	
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()	
Rods			Drapery () Pocket ()	
Fireplace			Glass Doors () Screen () Grate () Tools () Gas Key ()	
Thermostat			Knob () Cover ()	
Air Conditioner			Knobs () Filter ()	
DINING ROOM/AREA				
Floor C V O				
Walls			Nail Holes ()	
Thermostat			Knob () Cover ()	
Woodwork			Doorstops ()	
Ceiling				
Fixture			Bulbs () Cover ()	
Windows In/Out			Storms () Screens ()	
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()	
Rods			Drapery () Pocket ()	

Tenant Initials _____

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Patio Door			Screen ()
Patio Fixture			Bulbs () Cover ()

KITCHEN

Floor C V O			
Walls			Nail Holes ()
Thermostat			Knob () Cover ()
Woodwork / Coving			Doorstops ()
Ceiling			
Fixture			Bulbs () Cover () Flood ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Draperies () Pocket ()
Dishwasher			Silverware Baskets ()
Exhaust Fan			Bulb () Cover ()
Micro Hood			Rack () Turn Table () Bulbs () Covers () Probe ()
Range - Oven			Broiler Pans () Burner Pans () Bulbs () Racks ()
Refrigerator			Bulbs () Kickplate () Crispers () Crisper Covers ()
Counter Top			
Cutting Board			
Cupboards			
Cupboard Doors			
Sink			Strainer Baskets ()
Faucet			
Disposal			Cap ()
Kitchen Door			Glass () Window Covering () Rod ()
Storm Door			Glass () Screen () Closure () Chain

HALLWAY

Door			
Floor C V O			
Walls			Nail Holes ()
Thermostat			Knob () Cover ()
Woodwork			Doorstops ()
Banister			
Ceiling			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Draperies () Pocket ()
Linen Closet			Rods () Shelf ()
Smoke Detector			

Tenant Initials _____

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MAIN BATHROOM			
Door			
Floor C V O			
Walls			Nail Holes ()
Woodwork / Coving			Doorstops ()
Ceiling			
Exhaust Fan			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Draperies () Pocket ()
Vanity			
Sink			Stopper ()
Faucet			
Medicine Cabinet			Shelves ()
Mirrors			
Cupboards			
Cupboard Doors			
Towel Racks			
Toilet			
Tub - Shower			Shower Curtain Rod () Doors () Splash Guards ()
Thermostat			Knob () Cover ()
SECOND BATHROOM			
Door			
Floor C V O			
Walls			Nail Holes ()
Woodwork / Coving			Doorstops ()
Ceiling			
Exhaust Fan			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Draperies () Pocket ()
Vanity			
Sink			Stopper ()
Faucet			
Medicine Cabinet			Shelves ()
Mirrors			
Cupboards			
Cupboard Doors			
Towel Racks			
Toilet			
Tub - Shower			Shower Curtain Rod () Doors () Splash Guards ()
Tile			
Thermostat			Knob () Cover ()
THIRD BATHROOM			
Door			
Floor C V O			
Walls			Nail Holes ()
Woodwork			Doorstops ()
Ceiling			
Exhaust Fan			
Fixture			Bulbs () Cover ()

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Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Drapery () Pocket ()
Vanity			
Sink			Stopper ()
Faucet			
Medicine Cabinet			Shelves ()
Mirrors			
Cupboards			
Cupboard Doors			
Towel Racks			
Toilet			
Tub - Shower			Shower Curtain Rod () Doors () Splash Guards ()
Tile			
Thermostat			Knob () Cover ()

STAIRWAY / UP

Door			
Floor C V O			
Walls			Nail Holes ()
Woodwork			Doorstops ()
Ceiling			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Drapery () Pocket ()
Banister			
Stairs			
Handrailing			
Smoke Detector			

STAIRWAY TO BASEMENT

Door			
Floor C V O			
Walls			Nail Holes ()
Woodwork			Doorstops ()
Ceiling			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Drapery () Pocket ()
Banister			
Stairs			
Handrailing			
Smoke Detector			

Tenant Initials _____

Landlord Initials _____

MASTER BEDROOM			
Door			
Floor C V O			
Walls			Nail Holes ()
Woodwork			Doorstops ()
Ceiling			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Drapery () Pocket ()
Closet			Rods () Shelf () Guides/Rollers () Knobs () Floor Guide () Bulbs () Cover ()
Smoke Detector			
Thermostat			Knob () Cover ()

SECOND BEDROOM			
Door			
Floor C V O			
Walls			Nail Holes ()
Woodwork			Doorstops ()
Ceiling			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Drapery () Pocket () Guides/Rollers ()
Closet			Rods () Shelf () Knobs () Guides/Rollers () Floor Guide () Bulbs () Cover ()
Smoke Detector			
Thermostat			Knob () Cover ()

THIRD BEDROOM			
Door			
Floor C V O			
Walls			Nail Holes ()
Woodwork			Doorstops ()
Ceiling			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Drapery () Pocket ()
Closet			Rods () Shelf () Guides/Rollers () Knobs () Floor Guide () Bulbs () Cover ()
Smoke Detector			
Thermostat			Knob () Cover ()

Tenant Initials _____

Landlord Initials _____

FOURTH BEDROOM

Door		
Floor C V O		
Walls		Nail Holes ()
Woodwork		Doorstops ()
Ceiling		
Fixture		Bulbs () Cover ()
Windows In/Out		Storms () Screens ()
Window covering		Drapes () Curtains () Mini () Vertical () Roller () Valance
Rods		Draperly () Pocket ()
Closet		Rods () Shelf () Guides/Rollers () Knobs () Floor Guide () Bulbs () Cover ()
Smoke Detector		
Thermostat		Knob () Cover ()

HALLWAY

Door		
Floor C V O		
Walls		Nail Holes ()
Woodwork		Doorstops ()
Banister		
Ceiling		
Fixture		Bulbs () Cover ()
Windows In/Out		Storms () Screens ()
Window covering		Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods		Draperly () Pocket ()
Linen Closet		Shelves ()
Smoke Detector		
Thermostat		Knob () Cover ()

FAMILY ROOM

Door		
Floor C V O		
Walls		Nail Holes ()
Thermostat		Knob () Cover ()
Woodwork		Doorstops ()
Ceiling		
Fixture		Bulbs () Cover ()
Windows In/Out		Storms () Screens ()
Window covering		Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods		Draperly () Pocket ()
Fireplace		Glass Doors () Screen () Grate () Tools () Gas Key ()
Patio / Deck Door		Screen ()
Exterior Fixture		Bulb () Cover ()

Tenant Initials _____

Landlord Initials _____

UTILITY ROOM			
Door			
Floor C V O			
Walls			Nail Holes ()
Thermostat			Knob () Cover ()
Woodwork			Doorstops ()
Ceiling			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
Rods			Drapery () Pocket ()
Shelves - Closet			
Sink/Laundry Tub			Stopper ()
Faucet			
Mirrors			
Cupboards			
Cupboard Doors			
Washer			Hookups Only ()
Dryer			Hookups Only ()
Toilet			
Shower / Tub			Shower Curtain Rod () Glass () Splash Guards ()
MECHANICAL			
Furnace BB			Electric () Gas () Oil () Tank Size: % Full
Furnace Filter			Size:
Hot Water Tank			Electric () Gas () Insulation Blanket ()
Water Softener			
Electrical Service			Fuses () Breakers () Door ()
Fixture			Bulbs () Covers ()
Debris			
Door			
Water Meter			Location:
BASEMENT - ATTIC			
Door			
Floor C V O			
Walls			Nail Holes ()
Woodwork			Doorstops ()
Ceiling			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Window covering			Drapes () Curtains () Mini () Vertical () Roller () Valance ()
GARAGE - CARPORT			
Side Door			
Overhead Door			Openers () Remotes () Bulbs () Cover ()
Floors			
Walls			Nail Holes ()
Rafters			
Debris			
Fixture			Bulbs () Cover ()
Windows In/Out			Storms () Screens ()
Exterior Fixture			Bulbs () Cover ()

Tenant Initials _____

Landlord Initials _____

EXTERIOR GROUNDS - YARD			
Debris Picked Up			
Driveway			
Sidewalks			
Grounds			Mowed () Weeded ()
Shrubs			
Fixtures			Bulbs () Covers ()
Patio - Deck			
Steps			
Shed			Doors () Debris ()
Fenced			Gates ()
Satellite Dish -Antenna			
Gutters			
Siding			
Refuse Container			Lids ()
Recycling Bin			
Hoses			
Sprinklers			

Tenant may make a written supplement to this Property Condition Report within seven (7) days and has received a copy.

_____/_____/_____
 Tenant Date

_____/_____/_____
 Tenant Date

_____/_____/_____
 Tenant Date

_____/_____/_____
 Tenant Date

_____/_____/_____
 Preparer Date

Disclosure of Information On Lead Based Paint and Lead Based Paint Hazards

Lead Warning Statement

Housing built before 1978, may contain lead-based paint. Lead from paint chips, and dust can cause health hazards if not taken care of properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre 1978 housing, landlords must disclose the presence of known lead-based paint and lead-based paint hazards in the dwelling. Tenants must also receive a federally approved pamphlet on lead poisoning prevention.

Lessor's Disclosure

_____ (a) Presence of lead-based paint or lead based paint hazards. (Check 1 below)

Known lead based paint and lead based paint hazards in the housing.

Lessor has no knowledge of lead based paint and lead based paint hazards in the housing.

----- (b) Records and reports available to the lessor.

Lessor has provided the lessee with all available records and reports pertaining to lead based paint and/or lead based paint hazards in the housing.

Lessor has no reports or records pertaining to lead based paint or lead-based paint hazards in the housing.

Lessee's Acknowledgement

_____ (a) Lessee has received copies of all information listed above.

_____ (b) Lessee has received the pamphlet *Protect Your Family From Lead In Your Home*

Agent's Acknowledgement

_____ (a) Agent has informed the lessor of the lessor's obligation under 42U.S.C. 48.52(d) and is aware of his/hers responsibility to insure compliance.

Certification of Accuracy The following parties have reviewed the information above and certify, to the best of their knowledge, that the information provided by the signatory is true and accurate.

Premises: Enter Address

_____/_____/_____
Tenant Date

_____/_____/_____
Tenant Date

_____/_____/_____
Tenant Date

_____/_____/_____
Tenant Date

_____/_____/_____
Landlord Date

Smoke Detection Device(s) and Fire Safety Addendum

Washington State Law (RCW 59.18) requires that the Landlord provide this notice to the Tenant. The law requires that both the Landlord and Tenant sign this notice and that both the Landlord and the Tenant receive a copy.

YOU ARE HEREBY NOTIFIED

1. The Premises is equipped with smoke detection device(s) in accordance with RCW 48.48.140. This device(s) has been checked by the Landlord and found to be in working order.
2. It is the responsibility of the Tenant to maintain the smoke detection device(s) and keep it in good working order in accordance with the manufacturer's recommendations. This includes, but is not limited to, replacing batteries (where applicable and required) and keeping the cover aligned and in place for the proper operation of the smoke detection device(s).
3. Failure to comply with the requirement to maintain the smoke detection device(s) is punishable by a fine of not more than \$200.00.

I have read the foregoing notice and acknowledge receipt of a copy.

The following fire safety equipment is available at the Premises:

- Smoke Detection Device(s)
- Fire Extinguisher(s)
- Fire Alarm System
- Tenant accepts responsibility for preparing a personal emergency evacuation plan and to instruct all household members and guests of evacuation procedures in the event of an emergency.
- Other:

Premises: Property Address

_____/_____/_____
Tenant Date

_____/_____/_____
Tenant Date

_____/_____/_____
Tenant Date

_____/_____/_____
Tenant Date

_____/_____/_____
Landlord Date

Mold, Mildew and Moisture Addendum

It is the goal of the Landlord to maintain this property to the highest quality of living environment for the Tenant. The Premises has been inspected prior to the commencement of the Agreement and it has been verified that no damp or wet building materials are present and there is no known mold, mildew or other fungal growth in the Premises. However, mold and mildew spores are present throughout the natural environment and cannot be entirely eliminated from a dwelling place or Premises.

Many sources of excess moisture can lead to high indoor humidity and cause mold, mildew or other fungal growth. Most sources of moisture can be controlled by simple procedures under the control of the Tenant. Our mutual goal should be to reduce excess moisture within the Premises whenever and wherever possible. In order to reduce the possibility of mold, mildew and other fungal growth, protect your health and protect your personal property and the Premises. You, the Tenant agree to maintain the Premises in a manner that prevents the growth of mold, mildew or other fungi in the Premises by reducing or eliminating the sources of excess moisture. Moisture occurs from the process of breathing, the presence of live plants and fish tanks, cooking, bathing, laundry and other moisture producing activities. If the Premises contains moisture due to Tenant lifestyle or activities, the Tenant may be required to take corrective action such as obtain and or maintain a product or products which reduce moisture in the Premises. In keeping moisture at a minimum in the Premises, the Tenant agree to:

- Clean bathroom, kitchen surfaces and walls with products which reduce or inhibit growth of mold, mildew or other fungi;
- Clean and dry all visible moisture on windows, walls and other surfaces, including personal property, as soon as the condition occurs;
- Use bathrooms fans while bathing and showering, kitchen fans while cooking, and utility area fans whenever water is being used. Continue to use fans for at least thirty (30) minutes following activity;
- Report to the Landlord when any exhaust fan does not operate;
- Use all reasonable care to close all windows and other openings to the Premises to prevent rain and other outdoor water from penetrating the dwelling unit;
- Open multiple windows (weather permitting) at least twice a week for one hour to allow cross ventilation of the Premises;
- Keep any fish tanks covered (if allowed under this Agreement and/or Pet Addendum);
- Maintain connections and operation of the applicable heating source and to maintain temperatures within a range of 55 to 75 degrees. No non-vented kerosene or other flame producing space heaters are to be used indoors at any time;
- Allow a minimum of six (6) inches of space between furniture and walls for proper air ventilation;
- Notify the Landlord immediately of any circumstances involving excess moisture or water leakage such as plumbing leaks or drips, sweating pipes or toilet tanks, as well as, overflows in the bathroom, kitchen or laundry facilities (if applicable) especially in cases where the overflow may have permeated walls, floors, carpeting or other floor coverings or cabinets. Excess water shall be immediately removed to prevent further damage;
- Notify the Landlord of any mold growth on surfaces inside the Premises that cannot be removed or controlled by the Tenant

Tenant agrees to allow the Landlord to enter the Premises to inspect and make necessary repairs.

Tenant understands and agrees that failure to do any of the actions required by this Addendum shall constitute a material non-compliance with the Agreement effecting health and the integrity of the Premises and may result in termination of tenancy. Also the Tenant acknowledges that the landlord has provided a copy of the US Environmental Agency document titled *A Brief Guide to Mold, Moisture and Your Home*.

Tenant Initials _____

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Landlord Initials _____

Pet Addendum

It is hereby agreed that the tenant shall have or maintain no pets at the premises. Further, the tenant agrees not to permit friends, guests or visitors to bring pets onto the premises or grounds thereof at any time, for any period of time.

It is hereby agreed by and between the Landlord and the Tenant that the specific pet described herein shall be allowed at the Premises under the following terms and conditions:

1. The only pet allowed is described as follows: None Allowed
2. Tenant shall be in compliance with all local, county and state laws concerning licensing of animals and shall evidence such by providing a copy of the license to the landlord/agent herein prior to taking occupancy of the dwelling and upon the expiration of any license, shall provide evidence of relicensing of such animal.
3. The pet will not be allowed out of doors at the Premises unless in the custody and control of the Tenant and upon a leash not to exceed five (5) feet in length or contained at the Premises inside of a fenced yard.
4. Any damage to the Premises including, but not limited to, grounds, flooring, walls, trim, finish, tiles, carpeting or furnishings by stains, scratching, hair or deposit, will be the full responsibility of the Tenant and Tenant agrees to pay all costs involved in restoring any damage to the original condition (prior to Tenant occupancy). If, because of any such stains or chemicals used to remove same, said damage is such that it cannot be removed/repared, then Tenant hereby agrees to pay to the Landlord the full cost of replacement of such damages.
5. Tenant agree(s) to put the pet out to board for the balance of the Agreement should it become necessary because of noise, barking, damage to the Premises, or any complaint from other tenants or neighbors regarding such pet.
6. The Tenant shall pay an Additional Security, Cleaning and Damage Deposit as provided for in the Agreement.
7. No other pet(s) are permitted at the Premises.
8. In the event that this pet is no longer at the Premises, a replacement pet is not allowed without the express written consent of the Landlord and the execution of a new *Pet Addendum*.

Tenant Handbook Addendum

The following forms and information are provided to the Tenant by the Landlord and are incorporated as part of the Rental Contract:

Alterations Request

Complete this to request authorization to make any alteration to the Premises

Cable or Dish Request

Complete this form to get authorization for initial/additional cable or dish services.

Cleaning Requirements At Move-Out

Although not all-inclusive this is a helpful guide to following when cleaning at time of move-outs

Fair Housing

Policy A flyer is provided with information on protected classes and a contact for the Washington State Human Rights Commission

Notice Of Intent To Abandon Property

Complete this for if for any reason you are unable to fulfill the term of your Rental agreement and want the Landlord to re-rent the Premises

Self Help Repair Solutions

This is a helpful guide to self help repairs that most Tenants can perform themselves

Telephone Contacts

A list of helpful telephone contacts for emergency and other services

Tenant Rules

A list of rules for all Tenants

Twenty Day Notice To Terminate Tenancy

Complete this form and turn into Landlord to make lawful notice to vacate

Winter Freeze Precautions

Required actions by Tenants to protect Premises from cold weather and snow

Work Order Request (3 Copies)

Complete and turn into Landlord to request work at Premises