

Austin Elite Property Management
512-920-0922
Lease Addendum

This Lease Addendum is to be incorporated into and made a part of the Lease Agreement between the Landlord and the Tenant or Tenants. The Lease Agreement and all Lease Addendums and any riders thereto shall be collectively referred to as the "Lease Agreement".

Landlord and Tenant agree as follows:

COMMUNICATION

Our regular business hours are: Monday-Friday 9am-5pm

Tenants should use the Portal as the main method of communication with Austin Elite Property Management. This allows multiple members of our team to read and respond to emails and requests will be addressed more quickly via the Portal.

Residents must have a valid email and mobile phone number for contact and communication.

Tenants shall communicate to Austin Elite Property Management and not contact Owners directly. If Tenant violates this clause, they will be subject to an eviction and or a non-renewal.

INSURANCE

Landlord's insurance policy does not cover loss or damage of Tenant's personal property. Tenant is required to obtain a renter's liability insurance policy with a minimum of \$100,000 and must maintain such coverage during the entire lease period. Tenant agrees to provide proof of insurance to the landlord within 7 days of the start of the lease agreement.

MOVE IN INVENTORY AND CONDITION FORM

Tenant acknowledges that they have received a blank Move In Inventory and COndition Form to be completed and returned to Austin Elite Property Management within 7 days of their move in date. If we do not receive this form by the deadline, Tenant accepts that the property is in good condition. This form is not sufficient to request repairs to the property. Please use the portal for repair requests.

REPAIRS AND MAINTENANCE

All requests must be in writing and submitted through your Buildium portal. Please make sure to include a valid contact number so our vendors can reach out to you to schedule service.

Any repairs caused by Tenant negligence will be billed back to the Tenant. Some common repairs caused by tenant's negligence are: jammed garbage disposal, AC issues due to dirty filters, plumbing stoppages caused by anything other than toilet paper being flushed.

Tenant must change the air conditioning filters each month. If monthly filter changes are not maintained, Tenant will be charged for the repair needed to service the unit (e.g., coil cleaning, blower cleaning, etc). The cost of the cleaning may be used toward the total cost of AC System replacement if necessary. A \$50 fee will be assessed at any routine inspection or vendor visit that notices dirty filters.

Do not use the plumbing to dispose of things it was not designed to handle. Do not dispose of sanitary napkins, paper towels, or diapers in the toilets. Nothing more bulky than toilet tissue should be placed

in toilets and garbage should not be allowed to enter the sink drain. All plumbing stoppages will be charged to the Tenant unless it is an issue in the main sewer line.

Tenants will be charged a \$50 trip fee for any missed repair appointments. This fee will also be charged if Tenant prevents entry when an appointment has been scheduled.

If a repair request is made with no actual repair needed, Tenant will be billed for all associated contractor costs/service call fees.

OWNER SUPPLIED APPLIANCES

Appliances such as refrigerators, washers, dryers, water softeners, built in bbq grills, and microwaves are provided as a courtesy. Landlords will not be responsible for repairs or replacement of these items. Tenant decides to repair or replace any non-working appliances mentioned above, Tenant must notify Property Manager and work must be completed by an approved professional and receipts must be provided to Property Manager.

Landlord is not responsible for the compensation of food loss due to refrigerator failure.

EMERGENCY REPAIRS

An emergency repair is one that is detrimental to Tenant's health or safety or is a threat to the property. The following items are examples of after hours emergencies: fire, water leak that cannot be controlled, sewage back up, electrical short or fire.

In the event of a true emergency, Tenant should call and/or text (512) 920-0922 to report the issue and call 911 if applicable. If you call our after hours line for a non-emergency, you will be charged a \$50 fee.

The landlord will visit the property for periodic inspection; more frequent inspections may occur if problems arise or if deemed necessary.

YARD MAINTENANCE

Unless specifically specified in the lease, Tenant is wholly responsible for maintaining the yard. This includes edging, trimming, and cutting the lawn, weeding the yard as needed, and maintaining dedicated garden areas with mulch and weed-free. Failure to maintain the yard will incur a warning the first time. If a second warning is needed, Tenant will be charged a \$50 fee. Yard issues must be brought into compliance within 3 days of notice. If lawn care responsibilities are not taken care of after 2 warnings, Landlord will hire a lawn service company and charge this to the Tenant.

If Tenant does not properly maintain the yard, any expense incurred to fix this negligence will be charged back to Tenant.

LOCKOUT

If Tenant locks themselves out, contact Austin Elite Property Management during normal business hours and we will work with you to get the property unlocked. If it is outside of business hours, Tenant will need to contact a locksmith at their expense to gain access. If Tenant rekeys the property, a copy of the key must be provided to Austin Elite Property Management within 24 hours.

VEHICLES

Residents are prohibited from parking boats, trailers, recreational vehicles, or commercial vehicles on the property. Owner reserves the right to tow cars of Residents or visitors which are improperly or

illegally parked, those not in driving condition, and automobiles without current license plates. This will be charged to the Tenant.

Major repairs of motor vehicles on the property or vehicles parked in the yard will not be permitted. Tenants will be charged \$100 per violation for auto work on the property, vehicles parked in the yard, grease stains, or similar violations.

SUBLEASING

The landlord expressly prohibits the tenant renting any room on the property or subleasing any rooms or areas of the house to any additional roommates. This includes using the property as a short term rentals. Discovery of such unlawful activity means the tenant is at default and will result in the immediate termination of the lease, expulsion of the illegal tenants, and eviction.

MISCELLANEOUS

Trampolines are not permitted

Smoking of any kind is not allowed inside the property at any time. This also applies to vapor cigarettes/pipes, and illegal drugs of any sort. All applicable fees will be charged for all attempts to remove odor including but limited to: entire home to be primed, repainted, deodorized, professionally cleaned, and new carpet

Any change of interior or exterior paint must be approved in advance. If unauthorized painting occurs, Tenant will be charged for all costs associated with professionally painting back to original color

Guests are not permitted to bring their pets to the property unless approved in advance. Any violation of this shall result in Tenant being charged for having an unauthorized pet, per their lease.

If the home has an alarm system the Tenant would like to use, the Tenant is responsible for establishing and paying for that service. Landlord makes no promises that the alarm system is in working order.

If the pilot light goes out, it is the Tenant's responsibility to have it re-lit

Pest control/extermination is the Tenant's responsibility

Replacing water filters is a Tenant's responsibility.

LEASE RENEWAL CHARGE

There is a \$60 admin fee for a lease renewal

OCCUPANCY CHANGE

We must be notified of any changes in occupancy. Any changes in occupancy must have Landlord approval. A new occupant must complete an application, submit the application fee, qualify according to our criteria and be added to the lease BEFORE they move in. A \$100 occupant change fee will be charged when a lease is modified to remove or add any approved tenant.

EARLY TERMINATION

If Tenant terminates the lease prior to the lease termination date (or does not give 30 days notice prior to move out once the lease has gone month-to-month), Tenant is responsible for rent owed for the remainder of the lease. Landlord may deduct the amount owed from the tenant's security deposit. If the security deposit does not include sufficient funds to cover the amount owed, Tenant is

responsible for paying the additional money owed for the remainder of the lease while Landlord attempts to find a suitable replacement tenant.

Since this vacancy has been caused by a breach of lease, Landlord is entitled to deduct the necessary costs incurred from the tenant's security deposit including vacancy costs, advertising and marketing costs until a suitable replacement tenant is found.

If the security deposit does not include sufficient funds to cover the amount owed, Tenant is responsible for paying the additional money owed.

LAST 30 DAYS OF OCCUPANCY:

A sign and lock box will be placed onsite and showings will occur. You will be given a 2 hour notice prior to showings. If you have animals that are aggressive with strangers they must be crated or put in the back yard.

Tenant's responsibilities are as follows:

1. The home must be clean, tidy, free of foul odors or strong-smelling food, with all belongings off counter tops and stored inside the cabinets. Beds made, and no dirty dishes in the sink.
2. All occupants must vacate the home during scheduled showing times
3. All valuables, prescriptions, firearms, and weapons must be locked up or taken off site
4. The yard must be mowed and maintained regularly.
- 5.

The better the home looks the quicker it will lease and showings will cease. A fine equal to one month's rent will be deducted from your security deposit if cooperation is not given during this time by any or all of the occupants.

MOVE OUT

Tenant is expected to leave the property in the same condition that it was received in, except for normal wear and tear. See Move Out Instructions for additional details.

In addition to any actual damage charge, Tenant will be charged a \$100 admin fee if the property is not left per our Move Out Instructions.

Tenant agrees to have the carpet steam cleaned and house professionally cleaned upon move out and provide us with copies of the receipts or we will have it done and deduct cost from security deposit. If the cleaning is insufficient to remove stains additional charges may be deducted from the security deposit.

Tenants will be charged the replacement cost for broken, non-functional or missing blinds. Blind drawstrings that are tangled incur a fee to untangle.

Tenant: _____

Tenant: _____

Landlord or Property Manager: _____

Landlord or Property Manager: _____

