

FEE LABEL	AMOUNT	APPLIED	FREQUENCY/DUE AT	REQUIRED / OPTIONAL / SITUATIONAL
MOVE IN BASICS				
Application Fee Amount to process application, initiate screening, and take a rental home off the market.	\$24	Per Applicant	One-Time/At Application	Required
MOVE IN BASICS				
Security Deposit (Refundable) Amount intended to be held through residency that may be applied toward amounts owed at move-out. Refunds processed per application and lease terms. Amount may vary dependent upon screening results and can be up to one-month's rent.	Varies – 30% of income at time of application	Per Unit	One-Time/At Move-In	Required
ESSENTIALS				
Security Deposit (Refundable) Amount intended to be held through residency that may be applied toward amounts owed at move-out. Refunds processed per application and lease terms. Amount may vary dependent upon screening results and can be up to one-month's rent.	Varies – 30% of income at time of application	Per Unit	One-Time/At Move-In	Required
SITUATIONAL				
Access Device - Key Fob Replacement Amount to obtain a replacement access device for community; fobs, keys, remotes, access passes.	\$75	Per Device	Per Occurrence	Situational
Access Device - Parking Fob Replacement Amount to obtain a replacement access device for community; fobs, keys, remotes, access passes.	\$75	Per Device	Per Occurrence	Situational
Access Device - Mailbox Key Replacement Amount to obtain a replacement access device for community; fobs, keys, remotes, access passes.	\$25	Per Device	Per Occurrence	Situational
Access/Lock Change Fee Amount to change or reprogram access to rental home.	\$50	Per Device	One-Time/Occasional	Situational
Late Fee Amount for paying after rent due date; per terms of lease.	5% of rent, max \$30.00	Per Occurrence	Monthly	Situational
Returned Payment Fee (NSF) Amount for returned payment.	\$35	Per Occurrence	Per Occurrence	Situational
Utility - Vacant Cost Recovery Amount for utility usage not transferred to resident responsibility any time during occupancy.	Usage-Based	Per Occurrence	Per Occurrence	Situational
DISCLAIMER				
All fees paid to property unless indicated by # symbol. Unless a fee is explicitly identified as refundable, all fees are non-refundable. Standard Security Deposit subject to change based on screening results; total security deposit(s) will not exceed any legal maximum. Resident may be responsible for maintaining insurance pursuant to the Lease. Some fees may not apply to apartment homes subject to an affordable program. Resident is responsible for damages that exceed ordinary wear and tear. Some items may be taxed under applicable law. This form does not modify the lease. Additional fees may apply in specific situations as detailed in the application and/or lease agreement, which can be requested prior to the application process. All fees are subject to the terms of the application and/or lease. Residents may be responsible for activating and maintaining utility services, including but not limited to electricity, water, gas, and internet, as specified in the lease agreement. 1 Utility apportionment is submetered water/gas/electric. 2 Utility apportionment is allocation: divided eq per unit. 3 Price varies based on amount of coverage. 4 Price varies based on event type.				
RESIDENT SIGNATURE	DATE	RESIDENT SIGNATURE	DATE	
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