



Date of Lease Agreement: _____

1. **PARTIES.** This Lease Agreement is between you, the renter(s):

and us, the owner's of the property with ALANO LIVING acting as the owner's Agent. You've agreed to rent the premises located at:

_____ for use as commercial space only. The terms "you" and "your" refer to all renters listed above. The terms "we," "us," and "our" refer to the owners of the property (or any of owner's successors' in interest or assigns) with ALANO LIVING acting as owner's Agent.

2. **OCCUPANTS.** The premises will be occupied only by:

No one else may occupy the premises.

3. **LEASE TERM.** The term of the Lease Agreement begins on the _____ day of _____, _____, and ends at midnight

the _____ day of _____, _____.

This Lease Agreement will automatically renew month-to-month unless either party gives at least twenty (20) days written notice of termination or intent to move-out as required by this Agreement and applicable laws. Month-to-month tenancy will add an additional 10% to the monthly rent.

4. **SECURITY DEPOSIT.** Unless modified by addenda, the total security deposit is \$ _____, and is due on or before the date this Lease Agreement is signed.

5. **KEYS AND FURNITURE.** You will be provided _____ key(s), _____ mailbox key(s), _____ garage remotes(s), and _____. The premises will be unfurnished unless modified by addenda.

6. **RENT AND CHARGES.** Unless modified by addenda, you will pay \$ _____ per month for rent, payable in advance and without demand by mailing a check payable to Alano Living at the address: P.O. Box 2327, Lynnwood, WA 98036 or by signing up for automatic

ACH withdrawal. Prorated rent of \$ _____ is due for the remainder of 1st month at time of signing. Your rent must be received on or before the 1st day of each month (due date) with no grace period. You agree to allow any paper check to be processed as an electronic check or ACH payment at our discretion. You must not withhold or offset rent unless authorized by law. We may, at our option, require at any time that you pay all rent and other sums in cash, certified or cashier's check, money order, or one monthly check rather than multiple checks. If we don't receive your rent on or before 5 pm on the 5th day of the month, you'll pay a late charge of 10% of your month's rent or \$100, whichever is larger. You will pay a charge of \$50 for each returned check or rejected electronic payment, plus applicable late charges from due date until we receive acceptable payment. If you don't pay rent on time, you'll be delinquent and all remedies under this Lease Agreement will be authorized. We'll also have all other legal remedies for such violation.

7. **UTILITIES.** You'll pay for all utilities, related deposits, and any charges, fees, or services on such utilities

except for _____. You must not allow utilities to be disconnected for any reason until the lease term or renewal period ends. Utilities may be used only for normal household purposes and must not be wasted. You will keep the premises free of garbage by utilizing the services of the local garbage collection company or government agency. For premises with shared utilities and expenses, you will be responsible for your share of the costs. A submetering fee may apply and will be your responsibility.

8. **ADMINISTRATIVE FEE.** Our administrative fee is \$135.00. This fee is assessed if you do not meet certain obligations of this Agreement and once when you vacate the premises. Failure to pay this fee immediately shall be a material default and breach of this Agreement. If unpaid, the fee will be deducted from the security deposit at the termination of this Agreement.

9. **PENALTY FEE.** The penalty fee is \$450.00. This fee is assessed for certain conditions as specified in this Agreement. Failure to pay this fee immediately shall be a material default and breach of this Agreement. If unpaid, the fee will be deducted from the security deposit at the termination of this Agreement.

10. **INSURANCE.** You agree to purchase and maintain a renter's insurance policy for the premises. This policy will be at your expense and shall remain active for the full term of this Agreement. You agree to furnish us with proof of this insurance upon demand. Failure to provide us with

proof of insurance is grounds for termination of tenancy. You acknowledge that any insurance carried by us does not extend to or benefit you. We do not maintain insurance to cover your personal property or personal injury. We are not responsible to any renter, guest, or occupant for damage or loss of personal property or personal injury. If you or any guest or invitee causes damages to the premises, you agree to indemnify and reimburse us for the amount of such damages, and that you may be liable for costs in excess of our insurance deductible under any subrogation clause of the said policy. It is recommended that you secure insurance to protect your interest in the event of such a loss.

- 11. EARLY TERMINATION.** If for whatever reason you do not continue occupancy for the full agreed term, you will still remain liable for the rent accruing for periods after you depart; however, if (a) you are otherwise in full compliance with the terms of this Agreement; and (b) provide us with written notice at least thirty (30) days in advance of your move out date; and (c) you pre-pay (together with the notice) the last month's rent plus one additional month's rent as an early termination fee; and (d) actually vacate the premises on or before the move out date you specified, then we will not seek collection of the rent otherwise becoming due after the move out date specified.
- 12. DEFAULT / NOTICE OF TERMINATION.** You will be in default of this Agreement if you or any guest or occupant violates any terms of this Agreement including but not limited to: (a) not paying rent; (b) incurring two or more late fee charges within a six month period; (c) repeatedly interfering with the rights and quiet enjoyment of other tenants or neighbors; (d) providing false information on application forms; (e) permitting unauthorized persons to occupy the premises; (f) allowing any illegal materials or activities on the premises; or (g) receiving two or more warnings regarding violations of the rules or terms of this Agreement. Our acceptance of rent does not operate as a waiver of the defaults or satisfaction of our remedies for defaults. If you default by not paying rent, we may end your right of occupancy by evicting you according to state law. If you otherwise default, then we may end your right of occupancy by giving you twenty (20) days written notice to vacate, even if the initial term of this Agreement has not yet expired.
- 13. POSSESSION.** You agree to pay rent from the date indicated above regardless of possession / occupancy date. We shall not be liable for any damage caused by our failure to deliver possession of the premises by the date above, and you shall not be liable for rent until such time as we deliver possession. When you take possession, the payment of rent shall be prorated accordingly. A delay of possession shall not extend the term or the termination date. You shall, at the expiration or earlier termination of this Lease, surrender and deliver the premises to us in as good condition as when received by you from us or as later improved, reasonable use and wear excepted, and free from all tenancies or occupancies by any person.
- 14. REPLACEMENTS AND SUBLETTING.** Replacing a renter, subletting, or assignment is only allowed when we consent in writing. If a replacement renter is found, and we expressly consent to the replacement, subletting, or assignment, then: (a) an administrative fee of \$135.00 will be due; and (b) a rekeying fee will be due if requested; and (c) you will remain liable for all Lease Agreement obligations for the rest of the original Agreement term. If we approve a replacement renter, we have the option to have the replacement renter sign this Lease Agreement; or the remaining and replacement renters must sign a new Lease Agreement. The departing renter will no longer have a right to occupancy or a security deposit refund. Even if a new lease agreement is signed, the departing renter will remain liable for the remainder of the original Lease Agreement term. An incoming renter is responsible for any condition left by the outgoing renter. You agree to immediately inform us of any planned renter changes, prior to any move in. You agree to pay a penalty of \$450.00 for any violation of this policy. The penalty assessment is due and payable immediately and does not constitute permission for the new renter to occupy the premises. If the fee is not paid it will be deducted from the security deposit at the termination of this Agreement.
- 15. MULTIPLE RENTERS OR OCCUPANTS.** Each renter is jointly and severally liable for all Lease Agreement obligations. If any renter, guest, or occupant violates the Lease Agreement, all renters are considered to have violated the Lease Agreement. Our requests and notices to any renter constitute notice to all renter and occupants. Notices and requests from any renter constitute notice from all renters. In eviction suits, each renter is considered the agent of all other renters for service of process. Security deposit refunds will be issued as a single check and will be made out to and mailed to one renter only.
- 16. ANIMALS / PETS.** Unless modified by addenda, you agree that no animals (including mammals, reptiles, birds, fish, rodents, insects) will be on the premises at any time. Any violation of this rule will result in a \$450.00 non-refundable penalty. The penalty assessment is due and payable immediately and does not constitute permission to keep the animal. If the fee is not paid, it will be deducted from the security deposit at the termination of this Agreement. You agree that we may remove an unauthorized animal and that we will not be liable for loss, harm, sickness, or death of the animal unless due to our negligence.
- 17. MILITARY PERSONNEL CLAUSE.** If you are a member of the Armed Forces of the United States, you may terminate this Agreement with a 30 day written notice provided that you are current with the rent and all utilities, have provided us with a true and correct copy of the permanent change of station orders signed by appropriate authority, and are not in default of any provision of this Agreement, rules or regulations. Notwithstanding anything to the contrary herein, we reserve the right to pursue all remedies at law and in

equity for any damages, repairs, cleaning or other expenses incurred as a result of early termination.

- 18. LATE PAYMENTS.** All rent and other charges are to be paid promptly when due. Monthly rent is delinquent if the rent is not received at our office by 5:00 PM on the 5th day of the month. On the 6th day of the month, an eviction notice will be posted stating that you have fourteen (14) days to pay the rent (together with the late fee of ten percent (10%) of the monthly rent or \$100, whichever is larger), or to move out. Failure to pay the late fee immediately shall be a material default and breach of this Agreement. If unpaid, the fee will be deducted from the security deposit at the termination of this Agreement.
- 19. SERVICE FEE.** If you do not meet your obligations under this Agreement and we prepare for serving a statutory notice, you agree to immediately pay us an administrative fee of \$135.00 for each notice in addition to all costs of service. Failure to pay this fee immediately shall be a material default and breach of this Agreement. If unpaid, the fee will be deducted from the security deposit at the termination of this Agreement.
- 20. ELECTRONIC FUNDS TRANSFER.** You authorize us to process your paper checks electronically including but not limited to utilizing the Automated Clearing House (ACH).
- 21. NSF FEE.** If any payment tendered by you is returned due to insufficient funds, you agree to immediately pay a fee of \$50.00 in addition to any other fees we have incurred. Failure to pay this fee immediately shall be a material default and breach of this Agreement. If unpaid, the fee will be deducted from the security deposit at the termination of this Agreement.
- 22. LOCK OUT SERVICE.** If you call upon us to unlock your unit, you agree to immediately pay a fee of \$135. If unpaid, the fee will be deducted from the security deposit at the termination of this Agreement.
- 23. ATTORNEYS' FEES AND COSTS.** If you breach any of the terms of this Agreement, you agree to pay such reasonable attorney's fees and other fees that we are allowed under law. Interest shall accrue on all amounts due us at the rate of eighteen percent (18%) per annum until collected.
- 24. LIABILITY.** You accept the premises in their present condition and will indemnify us and hold us harmless from any and all claims, damages, and suits for damages to property or for personal injuries on account of any defects in the premises existing now or occurring hereafter.
- 25. CONDITION OF THE PREMISES & ALTERATIONS.** You accept the premises in their present condition. You must use customary diligence in maintaining the premises, and not damaging or littering any outdoor or common areas. You must not perform any repairs, painting, wallpapering, carpeting, electrical changes, or otherwise alter our property. No holes or stickers are allowed inside or outside. All satellite installations or cable alterations must be approved by us.
- 26. REGULATIONS / LAWS / CRIMINAL ACTIVITY.** You agree to comply with all governmental laws, ordinances, public rules and regulations applicable to these premises or the use thereof. You agree to not engage in any criminal activity on the property. You agree to comply with any additional rules and regulations provided by us.
- 27. DISCLOSURE RIGHTS.** If we receive a request regarding your rental history for law-enforcement, governmental, or business purposes, we may provide it.
- 28. PREMISES.** You agree to meet your obligations under local laws. You agree to keep the premises in a clean and sanitary condition and upon termination of your occupancy shall surrender the keys and leave the premises in good order and the same condition as they are now in with the exception of normal wear and tear. You agree to make no changes to the structure without written permission from us. You must receive written permission to install any satellite-dishes on the exterior of the premises. If the premise includes a yard, you agree to water, mow, weed beds and otherwise maintain in good condition the lawn, shrubs and trees on the premises; You will be responsible for furnishing a lawn mower and any gardening equipment needed and shall, when necessary, remove snow from any abutting sidewalks. You shall protect the plumbing and heating system from freezing. If the premises has a furnace filter, it is your responsibility to change or clean the filter every six months. Our inspector will check this during the regularly scheduled walk-throughs and you will be charged \$75.00 plus the filter cost if filter servicing is required. You may not remove any property from the premises that does not belong to you without our written permission. You will be charged for all expenses arising from your negligence, carelessness, accident, or abuse.
- 29. ABANDONMENT.** If you fail to pay rent when due and remain away from the premises for a period of ten (10) consecutive days, it shall be conclusively presumed that you have abandoned the premises and all property found therein. Additionally, if you fail to remove all personal property from the premises within a period of ten (10) consecutive days following the termination of this tenancy, it shall be conclusively presumed that you have abandoned any and all property found therein. We may then immediately enter and take possession of the premises including any property situated thereon, and dispose of said abandoned property, without accounting or further notice to you, and may pursue any other and further remedies as are available.
- 30. OWNER'S OBLIGATIONS.** We agree to maintain the premises according to the law. We shall, however, have no obligation to repair any defective condition, nor shall any defense or remedy be available to you, where the defective condition complained of was caused by you, your family, invitee, licensee, or other person acting under control or direction of you or where you fail to notify

us in writing of the condition or allow us access to the premises for the purpose of repair.

- 31. DAMAGE OR DESTRUCTION.** If the premises are rendered uninhabitable due to damage or destruction not caused by you or your guests or agents, this Agreement shall terminate and you shall be entitled to a refund of the last month's rental deposit (if any) if termination occurs prior to the last month of the term.
- 32. SMOKE DETECTORS AND CO2 DETECTORS.** We'll furnish smoke detectors and CO2 detectors and we'll test them and provide working batteries when you first move in. After that, you must pay for and replace batteries as needed. We may replace dead or missing batteries at your expense, without prior notice to you. Any detector malfunctions must be immediately reported to us. Detectors must not be disabled by anyone. In the event that you damage or disable a detector or remove a battery without replacing it, a \$450.00 non-refundable penalty will be assessed. The penalty assessment is due and payable immediately. If the fee is not paid, it will be deducted from the security deposit at the termination of this Agreement.
- 33. SUCCESSORS.** The terms and conditions of this Agreement shall be binding upon your estate and shall, to the extent there remains a monetary obligation outstanding, be a lien thereon.
- 34. GENERAL PROVISIONS.** This Agreement represents our entire Agreement. Any modifications or amendments shall be in writing and signed by each of us. Should any portion of this Agreement be deemed to be invalid by a court of law, the remainder of the Agreement shall continue in full force and effect. Time is of the essence with respect to all rights and obligations under this Agreement. No employee, agent, or management company is personally liable for any of our contractual, statutory, or other obligations merely by virtue of acting on our behalf.
- 35. WAIVER.** The failure of any party at any time to require performance of any provision or to resort to any remedy provided under this Agreement shall in no way affect the right of that party to require performance or to resort to a remedy at any time thereafter, nor shall the waiver by any party of a breach be deemed to be a waiver of any subsequent breach.
- 36. NOTICE TO VACATE.** We are not required to give you notice to vacate at the end of the term. You are not required to give us notice that you are vacating the premises at the end of the term. You shall surrender possession and vacate the premises at the end of the fixed term lease.
- 37. NUISANCE:** You agree not to use the premises in such a manner that offends, disturbs, or deprives us or any other persons of the use or enjoyment of their property rights. In the event that any lawful occupant of the building or an adjoining property shall object or complain to us that your use of the premises disturbs or disrupts their enjoyment of their premises, or in the event that law enforcement officers are summoned to investigate a disturbance or breach of peace on the premises, then the activities so objected to shall be conclusively deemed a nuisance, in addition to any other activities that may be deemed a nuisance at law or in equity.
- 38. JURISDICTION & VENUE IN SNOHOMISH / KING COUNTY.** This Agreement shall be construed according to the laws of the State of Washington. In the event of litigation or arbitration, the parties hereto consent to jurisdiction and venue for any arbitration, action or suit in the county where the premises is located (Snohomish or King County, Washington). Each party hereby irrevocably waives its rights to trial by jury in any Action or proceeding arising out of this Agreement or the transactions relating to its subject matter.
- 39. SMOKING / VAPING / MARIJUANA / DRUGS.** The use of smoking tobacco, smoking marijuana, and vaping is not allowed inside the premises by anyone, including you, your guests, or invitees; additionally, the use of illegal drugs is not allowed anywhere on the property by anyone, including you, your guests, or invitees. Any violation of this section will result in a \$450.00 non-refundable penalty. The penalty assessment is due and payable immediately and does not constitute permission to continue violating this rule. If the fee is not paid, it will be deducted from the security deposit at the termination of this Agreement. Tenant shall be responsible for all costs required to eradicate odors and/or stains if this section is violated.
- 40. ACCESS TO PREMISES.** Owner or its representatives shall have access to the premises, inside and outside, for the purposes of inspection, exhibition, improvement, alterations, supplying services or like purposes. Interior access shall be at reasonable times and upon two (2) days written or non-written notice, except in cases of emergency or abandonment. Outside access shall be at reasonable times but does not require notice.
- 41. SHOWING OF PROPERTY.** Upon 24 hours written or non-written notice of the specific time of entry, Tenant shall allow landlord or agent to show the property to prospective tenants or purchaser or appraiser at all reasonable times.
- 42. ASSUMPTION OF RISK & RELEASE.** You understand that any swing sets and/or other recreational equipment that may be provided on the premises is potentially dangerous. You agree to release us for any and all liability for damage and injury to you or to any person or property resulting from its use. You assume all liability for the maintenance, selection, adjustment and use of this equipment and accept full responsibility for any and all such damage or injury which may result, and further agree to pay, defend, indemnify and hold us harmless for any damages, actions, suits or demands arising from the use or misuse of any recreational equipment on the premises.



43. **VEHICLES / PARKING.** If you are assigned a parking space, park only in the area assigned to you. If you don't have a designated area, parking will be on a first come first serve basis. All vehicles must have current tabs, be licensed, and in operational condition. No automotive repair may take place on the premises and any vehicle disabled or with expired tabs will be towed. Do not park in areas that are not expressly used for vehicles or park so as to block / interfere with the pick-up of mail or garbage.

44. **EXCEPTIONS FROM LEASE.** The following items and/or appliances, although on the premises, are excluded from this lease and remain in or on the premises only for your convenience. You shall be obligated to maintain and repair such items as needed: WASHER/DRYER. If a washer/dryer is provided for your

use, it will not be maintained by us unless agreed to in writing.

45. **NOTICE TO US.** Our address for notice purposes is Alano Living, P.O. Box 2327, Lynnwood, WA 98036. Our phone number is (425) 778-0000. Our email address is notice@alanoliving.com

46. **NOTICE TO YOU.** We will use your current mailing address, phone number, or email to provide you with notice. Unless restricted by law, an electronic communication such as an email, portal message, or text message shall be deemed written notice.

SIGNATURES, ORIGINALS, AND ATTACHMENTS

47. **ORIGINALS AND ATTACHMENTS.** This lease Agreement has been executed in multiple originals, each with original signatures. One copy is for you and one copy is for us. The items checked below are attached to this Lease Contract and are binding even if not initialed or signed.

- Mold and Mildew Addendum**
- Security / Damage / Cleaning Deposit Addendum**
- Animal / Pet Addendum**
- Fixed Term Lease Addendum**
- Seattle Information for Tenants Handout**
- Seattle RRIO Notice**

Other: _____

Other: _____

Other: _____

Other: _____

Other: _____

Other: _____

You are legally bound by this document. Please read it carefully.

Before submitting a rental application or signing a Lease Agreement, you may take a copy of these documents to review and / or consult an attorney.

Additional provisions or changes may be made in the Lease Agreement if agreed to in writing by all parties.

Date of Agreement: _____

Renter(s) *(all sign below)*

Owner or Owner's Representative
(signing on behalf of owner).

SPECIAL PROVISIONS:

ALANO LIVING - LEASE AGREEMENT ADDENDUM



ANIMAL / PET

1. PARTIES. This Addendum is an attachment to the Lease Agreement between you and us for the premises located at:

dated: _____ and by this reference, is binding upon you and us.

2. ANIMALS. All animals require approval by us to reside on the premises. An animal deposit may be required. Only the animals described herein are approved to reside on the premises. Any change of animal(s) requires new approval. Local jurisdictions may restrict certain animals / breeds. A current photo of all pets must be sent to notice@alanoliving.com

3. LIABILITY. You agree to be liable for any damage or injury caused by the animal(s) and shall pay us for any costs to restore the premises.

4. DEPOSIT. The parties acknowledge that this deposit is not intended to limit our recovery for damages or injury to the premises and that if the damages exceed the amount of the deposit, then you shall be responsible for any and all additional funds (repair or replace) to restore the premises.

5. FEES. An Administrative Fee of \$135.00 is immediately due and payable at the time of signing. The administrative fee is a fee and not a deposit. It is not refundable. A penalty fee of \$450.00 is immediately due and payable if any unauthorized pet is discovered.

6. DEPOSIT AMOUNT. A refundable deposit of _____ for _____ number of animals is immediately due and payable at time of signing. (\$400.00 per animal unless otherwise agreed).

7. DESCRIPTION OF ANIMAL(S). Please describe below:

Type: _____ Name: _____ Age: _____

Description: _____

Type: _____ Name: _____ Age: _____

Description: _____

Type: _____ Name: _____ Age: _____

Description: _____

8. EMERGENCY CONTACT.

Name: _____ Phone: _____

9. TOTAL DUE. Money due at signing is a \$135.00 Administrative Fee + _____ for a total of _____

10. SIGNATURES. You are legally bound by this document. Please read it carefully. Before signing this Addendum, you may take a copy of these documents to review and / or consult an attorney.

Renter(s) (all sign below)

Owner or Owner's Representative (signing on behalf of owner).



SECURITY, DAMAGE, AND CLEANING DEPOSIT

1. PARTIES. This Addendum is an attachment to the Lease Agreement between you and us for the premises located at:

dated: _____ and by this reference, is binding upon you and us.

2. AMOUNT. The deposit amount of \$ _____ is hereby acknowledged as a security, damage, and cleaning deposit, which is subject to the terms and conditions herein.

3. CLEANING. A charge of \$45.00 per hour will be made for any time required to clean the premises after it is vacated. If the inspection sheet is not returned within three days of initial occupancy, tenant will be charged for any cleaning that was not done prior to tenancy when tenant vacates.

4. CARPETS. The carpet was cleaned before your tenancy and will be cleaned professionally when you vacate the premises. This charge will be deducted from the deposit.

5. DAMAGE. A charge will be made for the cost of restoring the unit to its present condition for any damage incurred during this tenancy with the exception of normal wear and tear.

6. SECURITY. Improper written notice of intent to vacate, twenty days prior to the end of a rental period will result in rent charges being assessed for thirty days after the next regular rental due date, less any rent which may be received as a result of the unit being re-rented. Those charges will be deducted from the deposit. If tenant fails to honor the Lease Agreement by not moving into the premises, the entire deposit will be forfeited. Improper twenty-day notice or breaking of Lease Agreement will also result in advertising costs to re-rent the unit.

7. PAINTING. You will be charged to repaint the premises if walls and ceilings have excessive smoke, candle smoke residue, dirt, hole damage, scuffs, etc., and any or all damage not recorded on tenant inspection sheet.

8. KEYS AND LOCKS. Keys are to be returned to us no later than by noon of the last day of the rental period. You will be charged for each unreturned key and/or lock change. Altering of locks is prohibited. Rent will be charged through the date keys are returned. Upon vacating the premises, you will be assessed a re-keying charge of \$150.00, to be deducted from security deposit. Mailbox keys and garage door openers not returned will be charged an additional \$50.00 per item from security deposit.

9. REFUND. We agree to refund any monies due to you, subject to the terms of the entire Lease Agreement and applicable Addenda, to your last known address twenty

one (21) days after termination, together with a statement for any funds withheld. All monies due beyond deposit will be pursued by legal remedies. If the repairs are unable to be completed within the fourteen (14) days, a Letter Holding will be issued detailing the anticipated charges. Any additional deposit monies will be refunded as soon as all accounting is complete.

10. DEPOSITS. The amount you paid as a deposit may not be used as a credit toward rent or payment of the last month's rent. The funds paid are for purposes herein contained and for no other purpose and are deposited by Alano Living into a Trust Account at 1st Security Bank of Washington (fsbwa.com). You will not receive interest on the deposit.

11. RE-INSPECTIONS. All re-inspections and supervision of cleaning and repairs after tenant vacates will be charged at a rate of \$75.00 per re-inspection.

12. ANIMALS / PETS. Animals / pets are not permitted except by written permission and an additional deposit.

13. LAWN / CULTIVATING. If the premises has a yard, you agree to leave the yard freshly mowed, raked and weeded at the time of move out. If yard work is required, we shall hire work done and will deduct charge from your deposit. During the tenancy it is your responsibility to mow and water the lawn, keep the lawn and shrubbery in good order and condition. This must be maintained on a minimum ten (10) day cycle during the months of March through October. No composting allowed on the premises.

14. ADMINISTRATIVE FEE. An Administrative Fee of \$135.00 will be charged when you vacate the premises. This fee will be deducted from your deposit.

15. BATTERIES. We will change all batteries for safety monitoring devices (smoke, CO2, etc) and deduct the amount from your deposit.

16. SIGNATURES. You are legally bound by this document. Please read it carefully. Before signing this Addendum, you may take a copy of these documents to review and / or consult an attorney.

Renter(s) (all sign below)



MOLD AND MILDEW

1. **PARTIES.** This Addendum is an attachment to the Lease Agreement between you and us for the premises located at:

dated: _____
and by this reference, is binding upon you and us.

2. **UNDERSTANDING.** It is understood that there is an increased possibility of mold / mildew to occur inside the premises because of our geographic location. Mold / mildew is not considered normal wear and tear. You agree to pay for any cleaning or damage repair related to mold / mildew.

3. **DUTY.** You agree to immediately notify us in writing upon discovery of any mold / mildew within the premises and to use due care in preventing mold / mildew from proliferating, including but not limited to following the suggestions herein as well as making sure the premises is properly and regularly cleaned.

4. **RESPONSIBILITY.** We shall not be responsible for damage to your personal property due to mold / mildew damage.

5. **MOISTURE.** You agree to immediately notify us in writing upon discovery of any leak or excessive moisture developing in the premises.

6. **PENALTY FEE.** You agree to pay a penalty of \$450.00 for any violation of this policy. This includes but not limited to failure to perform your DUTY in section (3). The penalty assessment is due and payable immediately.

7. **VENTILATION / AIRFLOW INSTRUCTIONS.** Please do the following to minimize excessive moisture in the premises:

- (a) Keep all furniture, boxes, suitcases, etc. at least one inch away from the wall (even in closets), allowing air to circulate freely.
- (b) When cooking, showering, or doing laundry, turn on the vent fans, and leave them on for 30 minutes after.
- (c) Constant fresh airflow is imperative to help prevent moisture from becoming trapped within your home. Use the vent fans to maintain airflow throughout your premises while you are away.
- (d) Leave bedroom, bathroom, and closet doors cracked open as much as possible to promote positive airflow.
- (e) Use of dehumidifying crystals is suggested for closet areas where ventilation and air is difficult to achieve.
- (f) A minimum dwelling temperature of 65 degrees is suggested to prevent excessive moisture.
- (g) When cooking pasta, rice, or beans, cover pot, use exhaust fan, and open the kitchen window at least one inch.
- (h) Wipe out window tracks regularly to avoid moisture buildup. If you have a lot of water in the tracks, please notify us immediately.

8. **SIGNATURES.** You are legally bound by this document. Please read it carefully. Before signing this Addendum, you may take a copy of these documents to review and / or consult an attorney.

Renter(s) *(all sign below)*

TENANT RELOCATION

I hereby understand and acknowledge that the property described as

_____ is subject to demolition, substantial rehabilitation, change of use, or removal of use restrictions and will result in my permanent displacement. Further, I understand and acknowledge that I will not be eligible to receive relocation assistance paid pursuant to the City of Seattle Tenant Relocation Assistance Ordinance (Seattle Municipal Code Chapter 22.210). However, I understand and acknowledge that I will receive a 90-Day Notice of the Development Activity as required by Seattle Municipal Code Section 22.210.120 and Seattle Municipal Code Section 22.206.160(C)(1)(i).

Name

Signature

Date