



## Tenant Fees Schedule

*Our goal is to keep fees to a minimum, so please read the following information to avoid additional fees.*

<b><u>New lease-up administration fee:</u></b>	<b>\$150</b>
<b><u>Lease renewal administration fee:</u></b>	<b>\$150</b>
<b><u>Pet administration fee: (Per pet.)</u></b>	<b>\$150</b>
<b><u>Changes-to-lease fee: (Addition or removal of tenant.)</u></b>	<b>\$150</b>
<b><u>Misuse of emergency phone line: (Calling more than once.)</u></b>	<b>\$15</b>
<b><u>Calling the emergency line for non-emergencies:</u></b> <i>(Please reference the maintenance handout for what is considered an emergency.)</i>	<b>\$25</b>
<b><u>Failure to complete move-in condition report:</u></b> <i>(Returning the move in condition report is a term of the lease agreement and must be completed/returned in time allotted. Fee represents the cost for delivering a legal Notice to Cure.)</i>	<b>\$50</b>
<b><u>Failure to Transfer all utilities within 72 hours:</u></b>	<b>\$50</b>
<b><u>Check or money order processing fee:</u></b> <i>(Payment brought into the office by tenant will be charged a processing fee to be paid at time of drop off.)</i>	<b>\$10</b>
<b><u>Dishonored payment:</u></b>	<b>\$35</b>
<b><u>Late rental payment fee, on the 2<sup>nd</sup>:</u></b> <i>(Plus \$10 per day until rental payment is made in full.)</i>	<b>\$50</b>
<b><u>Breach Notice Fee:</u></b> <i>(When an All County<sup>®</sup> representative goes through the process to post a legal notice on tenant's door to affect compliance to the terms of the lease.)</i>	<b>\$50</b>
<b><u>Lockout Fee After Hours:</u></b> <i>(We do not guarantee that we'll have someone available to retrieve key from office. If not, tenant must call and pay for locksmith.)</i>	<b>\$75</b>
<b><u>Lockout Fee During Business Hours:</u></b>	<b>\$25</b>