



Beal Property Management
 404 D. University Drive East
 College Station, TX 77840
 Business (979) 764-2500
 Fax (979)764-0508
 E-Mail info @ Century21bcs.com

Special Provisions

Rent is due on or before the first (1st) of each month. Rents being mailed must be received by the first (1st). Late charges must be paid according to your lease. Late rent will not be accepted without late charges. After one (1) NSF check, NO more checks will be accepted.

Rules:

1. No pets allowed without additional \$250 non-refundable deposit and signed pet agreement except where allowed by law due to a person being handicapped.
2. No water furniture is allowed without water furniture insurance. We can provide you with an application.
3. **90 day written notice to vacate is required prior to move-out. Tenants who fail to comply with the 90 day notice requirements will be in default of their lease and subject to forfeit or lose their security deposit.**
4. Your move-in inventory must be turned in within one week after move in and no sooner than 72 hours. Please check all appliances, fixtures, and general condition of unit when moving in. Please make sure all maintenance items are noted on move-in paperwork.
5. All trash must be put in trash container or a plastic bag with a tie when placing it out by the street.
6. Resident is responsible for changing of the A/C filter as needed.
7. Do not park boats or cars on grass areas. Parking is strictly limited. If you have extra vehicles, you must park along the curb.
8. Do not leave tires, trash, or unsightly items in yard areas. No auto repair can be done in parking areas or on grass.
9. If roommate changes occur during the term of the lease, you must notify our office immediately, and the new roommate must be placed on the lease and fill out a rental application.
10. Proof of utility connect must be shown to this office prior to receiving keys for move-in. Furthermore, it is the tenant's responsibility to check with the gas company to determine whether a gas meter is in place and should be turned on.
11. On singly family homes, resident is responsible for all pest control, inside and outside, regardless of notation of TAR lease.

Maintenance:

We would like to take care of all maintenance requests as timely as possible. Under most circumstances, the owner will pay for maintenance. However, if the maintenance is caused by negligence on the part of the resident, the cost will be charged back to the resident, and we will expect prompt reimbursement.

The following list may help you in checking for routine problems that may occur:

- A. For power failures of any kind or if appliance or A/C systems are not functioning, check your breaker box. It is usually located in one of the closets inside your unit. Many times a breaker will be tripped and simply has to be switched back to the "on" position (Switch to "off" first and then back "on"). The tenant will be charged if a service company is sent out only to find a tripped breaker.
- B. If your garbage disposal does not work, first check your breaker box. Next check the reset button on the bottom side of the disposal. If this is pressed, it will often remedy the problem. Do not put bones, grease, bottle caps, excessive amounts of food, wood or metal objects in the disposal. These items will ruin the blades and clog your entire sink and dishwasher. The tenant will be charged if a service company is sent out only to find a tripped breaker or reset button not pushed.
- C. Please rinse all dishes and other items thoroughly before placing them in the dishwasher to prevent backups.
- D. Do not put large quantities of paper or any feminine hygiene products down the toilet. These items will block the plumbing lines and cause backups. The tenant will be held responsible for any plumbing stoppages throughout the unit.
- E. Report any type of water leak, dripping faucet, or running toilet, as these will increase the water bill by a substantial amount. If you can turn water supply off until repairs are made, this will help decrease the water cost.
- F. If you have any problems with a phone jack, contact the phone company. We recommend that you acquire the phone company repair plan which costs an additional ~\$1.50 per month and covers all types of repairs to the line and the jacks.
- G. All window breaks are the responsibility of the tenant.
- H. All screens are the responsibility of the tenant. Please account for these upon move-in.
- I. We will not be responsible for any loss of food if the refrigerator in the unit goes out.

For any of the above situations, the cost of repairs will be charged back to the resident, even if caused by negligence, theft, or vandalism.

Recommendations:

1. We recommend that you obtain renter's insurance for your personal belongings. The owner's insurance does not cover any of your items.
2. We recommend that you participate in the Operation I.D. program provided by the local police department. This is a matter of engraving your personal items so that the police department can identify them if they are stolen.

 Applicant's signature

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