



Lease Information At-A-Glance



Tenant Responsibilities:

- Maintain property in clean and sanitary condition and dispose promptly of garbage.
- Keep interior surfaces (including counters, floors, appliances, etc.) free of spills, food debris and chemicals.
- Keep exterior surfaces (porches, sidewalks, driveway, siding, windows, gutters, etc.) clean and free from debris.
- Eliminate dangerous conditions promptly.
- Take precautions to prevent broken water pipes due to freezing temperatures or other causes. If the property has a sprinkler system, it must be winterized during cold temperatures.
- Replace missing or lost keys.
- Remove any standing water.
- KNOW the location and operation of the main water cut-off and electric breakers and how to switch off as needed.
- If there is a pet agreement in place, tenant is **TOTALLY** responsible for the following throughout the lease:
 - * Removal of waste on a regular basis
 - * Holes in the yard
 - * Damage to property exterior and interior
 - * Tick and Flea extermination
 - * Train behavior to help avoid property damage
- Keep Renters Liability Insurance information current and on file with KSP.
- Perform Regular Yard Maintenance (unless provided as part of your lease):
 - * Regular mowing, weeding and edging.
 - * Water to maintain health of the grass and plants.
 - * Ensure no vegetation growth on house or HVAC.
 - * Spring: Fertilize, trim shrubs, mulch, as needed.
 - * Fall: Fertilize the lawn
- Notify Property Manager IN WRITING of all needed repairs through the Tenant Portal.
- Follow all HOA/POA Deed Restrictions.

KEY REMINDERS:

- Change A/C filters per specific property HVAC system
- Maintain smoke/CO2 detectors in good working order. NEVER remove batteries or take down detectors.
- Maintain good lighting by replacing light bulbs as needed and never overload outlets.
- Provide pest control services and paying periodic, preventive or additional extermination costs due to bed bugs
- Costs to repair any damage to doors, windows, screens, wastewater stoppages, conditions as caused by Tenant, an Occupant or any guest or invitee of tenant.
- Water the foundation of the property at reasonable times
- Do NOT rekey or add security devices without prior approval
- NO subletting
- NO smoking or vaping is allowed on the property
- Do not make repairs or additions to the home without prior permission.
- No addition of occupants or pets allowed after the lease is signed.
- Plumbing Reminders:
 - * Do NOT flush ANYTHING other than toilet paper.
 - * NEVER pour grease or fat down the drains.
 - * (NOTE: Per the lease agreement, Paragraph 18 D (2) (d), damage from wastewater stoppages caused by foreign or improper objects in lines that exclusively serve the property is a tenant expense.

KSP will conduct periodic property reviews to verify condition of the property and lease compliance.



KEYSTONE SIGNATURE PROPERTIES