

Rental Management Company
PO Box 11056
Fayetteville, NC 28303

As a tenant you do have certain responsibilities of maintaining and reporting ALL damages. This does not guarantee that it will be fixed but we will be able to notify the owners of the damages and the condition of the house (see the [maintenance checklist](#) of suggestions before submitting a work order). This list is not all inclusive. The decisions to repair will be at the discretion of the management company and/or the owner.

We have put together a more detailed list for your reference.

Outside of the House (exterior)

- **High winds and torrential rains (from ground level, DO NOT climb on the roof)**
 - *Look at the roof, are there any shingles missing?
 - *Are any shingles lifted?
 - *There are no tree branches sticking out of the roof?
 - *How about trees leaning on the house?
 - *Gutters are still attached to the house?
 - *Vinyl siding is secure and not falling off the house?
 - *Shutters are not flapping in the wind or rotting?
 - *Are there posts on your house that hold the porch or carport roof up? There still standing?

- **Yard Cleaning**
 - *To keep the yards clean, cut the grass, trim the bushes, and do not leave piles of leaves or pine straw in the yard.
 - *Clean the gutters and make sure you remove leaves and pine straw from the roof line.
 - *Report any dead trees/bushes in the yard.
 - *To keep the yards watered during dry seasons.
 - *To comply with all ordinances concerning garbage and waste collection.

- **Vehicle Parking**
 - *No parking in the yard. If you have more than one car or company is visiting they need to park on the driveway or on the street.
 - *No vehicles parked in the back yard.
 - *If you do not have tags, current inspection and insurance on your car, it must be removed. No junk cars are to be parked on the premises.
 - *If you have a car up on cinder blocks the vehicle needs to be removed from the property or repaired.
 - *All cars at the property must be in working order. See above.
 - *Boats and trailers are not permitted to be parked anywhere in the yard. Only on the driveway or street.

- **Miscellaneous Exterior**

- *Do not make any modifications, improvements, nor attachments to or on the premises Any such changes will be restored to the original condition upon vacancy in a workmanlike manor. Without written consent of the management company.
- *That NO TV antenna and/or satellite dish shall be installed directly on the house. No relocation of cablevision outlets is permitted.
- *To replace all broken glass and screens when damage appears without finding of fault.

Inside the House(Interior)

➤ **Break-ins/Vandalism**

- *You must notify Rental Management Company ASAP of damages not incurred by the tenant. And must be in writing.
- *That all claims for uninvited 3rd party damage must be accompanied by a Police report to be accepted and before a work order can be submitted.

➤ **Plumbing**

- *To keep sink and lavatory drains; commode and sewer lines open at his expense. (All drains considered to be open and in good order if not reported within five (5) days of tenancy).
- *No toys, tooth brushes, trash, excessive toilet paper, etc..
- *No grease is to be disposed of in the sinks or commodes.
- *TENANTS WILL NOT PLACE DISPOSABLE DIAPERS OR ANY OTHER NON-BIODEGRADABLE MATERIALS IN THE COMMODORE

➤ **Heating and Cooling**

- * To keep air return filters on furnaces and air conditioning units clean and replaced every 30 days.
- *To keep the property properly heated during cold weather, and to act to prevent any freeze damage.
- *That if oil furnace is present, tank is accepted and will be returned on a full-to-full basis.

➤ **Alarm System**

- *That alarm systems must be maintained by you the tenant; neither the LESSOR nor his AGENT can be held liable for failure of these systems to activate, detect or prevent an unlawful occurrence.
- *That you the tenant are responsible to keep batteries in smoke detectors operational and to report defective smoke detectors in writing upon discovery. The tenant will replace batteries at least annually.

➤ **Miscellaneous Interior**

- *To keep the premises in a clean and sanitary condition.
- *That waterbeds will not be used anywhere within the building.
- * That light fixtures, when present, are furnished with operable bulbs and globes intact.
- *That No application of contact type paper to wall space is permitted.
- *That no attachments to ceilings will be allowed.

*Ants, spiders and other critters are the responsibility of the tenant after you have been in the house for thirty days or more. Boxes, newspapers, etc. are breeding grounds for water bugs and/or roaches. Ants are in abundance in North Carolina and there is not much we can do. By keeping food covered and stored properly this will help reduce the amount of ants that can enter the property. If you notice ants, please try a solution of half vinegar and half water in a spray bottle. Spray the area and let air dry.

ALL REPAIRS NEED TO BE SUBMITTED IN WRITING.