

**NON-STANDARD RENTAL PROVISION
ADDENDUM TO RESIDENTIAL LEASE AGREEMENT**

Tenant shall sign each relevant provision and Owner shall sign at the bottom of this Addendum. Tenant is signing each relevant paragraph regarding the rental agreement for the property with the following address _____ (Premises).

CLEANING: PROVISION 1 - Tenant acknowledges that the property is to be left in a clean and orderly condition which is not beyond normal wear and tear on the premises. In the event Tenant fails to clean the Premises as set forth below, costs to clean and restore the Premises to a clean and orderly condition, are considered damage beyond normal wear and tear, as defined by Wisc. Admin. Code §ATCP134.06(3):

Kitchen

- Init. ____ **Range:** Clean under burners, under range top, entire oven including oven racks, broiler & outside surfaces. Clean floor under range. All controls, lights, burner reflector pans to be in working order and damage free.
- Init. ____ **Refrigerator:** Defrost and clean entire refrigerator, inside and out. Clean floor under refrigerator. Vacuum coils and motor. All controls, lights, shelves and door bars to be in working order and damage free.
- Init. ____ **Hood Fan:** Clean entire hood fan including filter. Replace all non-working bulbs. All controls to be in working order and damage free.
- Init. ____ **Dishwasher:** Clean outside surfaces. Inside must be clean and free of any debris. All controls to be in working order and damage free.
- Init. ____ **Cabinets/Counters/Sink:** Wash inside & outside surfaces of all cabinets. Drawers must be free of all debris and washed inside & outside. Clean counter tops, sink and faucet. All hardware must match, be in working order and damage free. Use proper cleaners to remove scratches and yellowing (read labels or call manager if unsure). Only remove contact paper upon request by manager.
- Init. ____ **Bathroom(s):** Clean entire tub, tiles/tub surround, soap dishes, toilet, mirrors, medicine cabinet and towel bars. Bathroom window curtain, rod and hooks must remain, unless otherwise specified by manager. Cabinets to be washed inside & outside. Clean counter top, sink and faucet. Drawers must be free of all debris, washed inside & outside. All hardware must match, be in working order and damage free. Use proper cleaners to remove scratches, yellowing, stickers or decals from bathtub, (read labels or call manager if unsure). Only remove contact paper upon request by manager.
- Init. ____ **Floors:** Wash all vinyl, ceramic tiles and hardwood floors with proper cleaners (read labels or call manager if unsure). This includes but is not limited to kitchen, living room, dining room, Bedroom(s), bathroom(s), closets and halls. If vinyl floor, ceramic tile floor or hardwood floor is damaged because of neglect on the Tenants' part, owner will have the option to repair or replace. Vinyl is pro-rated over a six (6) year period.
- Init. ____ **Carpet:** Carpet must be professionally steam cleaned by steam machine method only. No powders or aerosols may be used. If carpet is damaged because of neglect on the Tenants' part, Owner will have the option to repair or replace. Carpet is pro-rated over a seven (7) year period. We recommend steam cleaning twice a year and spot treating stains immediately during occupancy.
- Init. ____ **Lights & Fans:** Wash all light fixtures. Wash all ceiling fan blades and fixture. Make sure all fixtures have working, matching bulbs. Frosted or clear bulbs only. Outlet plates & switches must be cleaned & in good working order.
- Init. ____ **Air Conditioner:** Filter must be clean. Air conditioner controls and unit must be in good working order. Winter air conditioner covers must remain in the apartment.
- Init. ____ **Woodwork:** Wash all woodwork, including doors, frames, baseboards, heat registers & cold air returns.
- Init. ____ **Windows:** Wash all windows, inside and outside, along with all the sills and tracks. Lock windows. See manager if unsure of how to remove windows. Any torn screens or cracked/broken windows will be charged to Tenant. Blinds and curtain rods must be washed, damage free, and in working order.
- Init. ____ **Closets:** Remove all items including hangers from closets. Closet hooks installed prior to occupancy should remain. All closet shelves, baseboards, floors and louvers on doors need to be washed. All doors should be hung, damage and dent free, and in working order.
- Init. ____ **Walls:** Remove nails, tape, stickers, screws, cup dispensers and towel racks that you have installed. Do not patch holes. Wash marks off walls. If walls are in need of paint, and painting was done within less than 1 year of residency due to damage beyond normal wear and tear, tenant will be charged for painting.
- Init. ____ **Storage/Porch/Patio/Laundry:** Clean storage locker, patio/porch and laundry areas of all personal belongings & debris. Any items left will be disposed of as required by law. Wis. Stat. §704.05(5) (b)
- Init. ____ **Common Hallways:** Please check & clean if needed, common hallways of any debris or mud that might have been tracked in or out during your move. Main entry doors must remain free of dents and scratches to avoid additional repair costs. Do not prop doors open at hinge or force them open further than the door closer will allow.
- Init. ____ **Parking Stall/Garage:** Stains from oil or any other vehicle fluid must be cleaned from the pavement. Damage to the asphalt parking lot surface will be charged to the deposit. All items must be removed from the garage and floor must be swept.
- Init. ____ **Discarded Items:** All personal items must be removed from the property and/or disposed of properly. Items being discarded that are too large for the dumpster must be removed from the premises by the Tenant or someone hired by the Tenant.

Tenant agrees to be responsible for and pay any costs of said cleaning for the items listed above and specifically authorizes Owner to deduct charges for same from Tenant's security deposit, if not sooner paid.

Tenant(s) Signature(s) _____ Dated: _____

UTILITIES: PAYMENT UPON SURRENDER: PROVISION 2 - In the event Tenant is responsible for payment of utilities, Tenant agrees to pay said utilities in a timely manner, prior to any penalties being assessed, and to present a paid "final" receipt to Owner. In the event Tenant does not pay said bills in a timely manner, or in the event a final receipt is not presented upon surrender, Owner may at its option, contact the utility provider, obtain the balance, and pay the amount due. Tenant specifically agrees to reimburse Owner for the actual amount of the utilities paid plus a service charge of \$20.00 for each utility provider Owner must contact to obtain the balance and pay the amount due. Tenant specifically authorizes Owner to deduct any such unpaid charges from Tenant's security deposit. Turn refrigerator control to lowest setting. DO NOT UNPLUG. Set thermostat to 55 degrees.

Tenant(s) Signature(s) _____ Dated: _____

LANDSCAPING: PROVISION 3 - In the event Tenant or his/her invites, agents or guests drives on the lawn at any time, including but not limited to moving out of the Premises, Tenant agrees to pay the cost to repair said damages considered to be beyond normal wear and tear and specifically authorizes Owner to deduct such landscaping charges for same from Tenant's security deposit if not paid sooner.

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OWNER'S ACCESS TO UNIT: This provision modifies item 7 of the Residential Lease Agreement. Owner may enter Tenant's unit at reasonable times and upon proper advance notice for any of the following reasons: (a) to inspect the premises, (b) to make repairs, or (c) to show the premises to prospective Tenants or purchasers. Owner may enter the unit for the amount of time reasonably required to complete the above. Advance notice means at least twelve (12) hours' notice unless Tenant, upon being notified of the proposed entry, consents to a shorter time period. The above does not apply to Owner's entry of tenant's unit if any of the following apply: (a) Tenant, knowing the proposed time of entry, requests or consents in advance to the entry, (b) a health or safety emergency exists, (c) Tenant is absent from the unit and Owner reasonably believes that entry to the unit is necessary to protect the premises from damage. Owner will announce his/her presence to persons who may be present in the unit and Owner will identify himself/herself upon request. Owner may enter Tenant's unit even if Tenant is not present.

CHECKOUT PROCEDURE: All checkouts will be done during daylight hours. Keys are to be turned into the manager by 2:00 PM no later than the last day of the month. Any keys or remotes not returned upon checkout will be charged to the Tenant's deposit.

Tenant acknowledges that Owner or Owner's agent has specifically identified and discussed each nonstandard rental provision with Tenant prior to entering into a rental agreement. Tenant agrees to each and every nonstandard rental provision above that has been individually signed by the Tenant and which has not been intentionally stricken.

Tenant(s) Signature(s) _____ Dated: _____

Owner or Agent Signature _____ Dated: _____

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