

LEASE / RENTAL AGREEMENT

All Tenants are jointly and severally liable.

This agreement made _____ is between Bradway Enterprises Inc. (hereinafter called Management) and _____

[illegible]

(Hereinafter called Tenant)

Premises: _____

Address: 17794 Canal Rd, Houghton, MI 49931 | **Email:** Rentals@houghtonforrent.com | **Phone:** (906)299-3337

Term: _____ **Beginning:** _____ **Expiring:** _____

Rent Installment: \$ _____

*Monthly rent installment is due the 1st of each month.
If rent is not paid in full by midnight on the 5th day a
late fee will be applied to the lease ledger.*

Security Deposit: \$ _____

*The security Deposit is due at the time of signing the lease.
The Security Deposit cannot be utilized towards the first
or last month's rent installment.*

Included Utilities: ☐ Water ☐ Electric ☐ Gas ☐ Trash Removal

Amenities: ☐ Fitness Room ☐ Internet ☐ Plowed Parking ☐ Furnished ☐ Recreation Room ☐ Sauna ☐ Garage

Rent Schedule

[illegible]

INDEMNIFICATION

DEPOSIT:

1. Management acknowledges receipt of _____ (\$ _____) as deposit to indemnify against damage to the property and for Tenant's fulfillment of the conditions of this agreement and can be paid via cash, check, or electronically through our applicant portal. Deposit will be returned to Tenant, less a \$_____ per bedroom cleaning charge, thirty days after vacated if:
- (a) Lease term expired; and has
 - (b) All monies due to Management by Tenant have been paid; and
 - (c) Premises is not damaged and is left in its original condition, normal wear and tear excepted; and
 - (d) Tenant has paid in full all final utility bills as responsible by Tenant, copy thereof given to Management; and
 - (e) Deposit may be applied by Management to satisfy all or part of Tenant's obligations and such act shall not prevent Management from claiming damages in excess of the deposit. **Tenant may not apply the deposit to any of the rent payment;** and
 - (f) Keys have been returned and a forwarding address left. A \$25 replacement fee will be charged for each key not returned; and
 - (g) A \$50 fee will be charged for any smoke/CO detector removed or missing from premises; and
 - (h) Excessive cleaning costs over and above the cleaning deposit will be billed at \$35/hour; and

Tenant acknowledges receipt of "Rental Property Move In / Move Out Inspection Form" for any existing damages to premises and has been given the right to inspect it. *Tenant shall return a completed copy of the form to Management within 7 days after receiving possession of the premises.*

The institution of banking the indemnification deposit required of Tenant will be deposited in by Management is Miners State Bank 1203 Ridge Rd, Houghton, MI 49931.

The Tenant(s) are equally responsible for the premises and will be equally charged for all cleaning and repair costs beyond normal wear and tear to the unit; including furniture (if applicable), equipment, appliances, and fixtures. Individual responsibility can be claimed by a specific person by notifying management in written form of that person's intention to pay for the repairs.

Wear & Tear:

2. Examples of reasonable wear and tear include, but are not limited to, the following:

- (a) Minor scuffing on walls, doors, or baseboards that can be fixed with washing
- (b) Minor fading in painted surfaces due to age
- (c) Loose fixtures such as doorknobs or light fixtures

Examples of what is NOT reasonable wear and tear include, but are not limited to, the following:

- (a) Damage to walls, doors, floors, or ceilings that require spackle, painting, or fixing beyond cleaning
- (b) Any markings on surfaces that require painting, or chipped, burned, or stained counter tops
- (c) Clogged drains, broken faucets, broken or misused plumbing fixtures, stained toilets, sinks or vanity tops
- (d) Missing fixtures of any type (lighting, plumbing, fire extinguishers, etc)
- (e) Stained carpets, chipped or gouged flooring
- (f) Inoperable doors, door handles, locking mechanisms, or broken appliances
- (g) Water stains from doors/windows being left open or improper use of shower curtains or sinks or mold/mildew in bathrooms
- (h) Stains and odors due to smoking.

NOTICE: MANAGEMENT MUST BE NOTIFIED IN WRITING WITHIN FOUR (4) DAYS AFTER MOVING OF A FORWARDING ADDRESS OTHERWISE MANAGEMENT WILL BE RELIEVED OF SENDING AN ITEMIZED LIST OF DAMAGES AND PENALTIES ADHERENT TO SUCH FAILURE

RENT:

3. Rent is payable monthly, in advance, in _____ installments of _____ (\$ _____) during the term of this agreement on the first day of each month. The installment schedule is included below. Pre-payment of rent is common and accommodated. Rent will be paid through Management's on-line tenant portal through the website **www.HoughtonForRent.com**, or with a check. The tenant agrees to pay \$30 for each dishonored check. Beginning on the tenth day of the month, if the Tenant is in default in complete payment of rent, an additional rental of \$10 per day shall accrue in addition to the agreed monthly rent rate until default is cured or Tenant is put out of possession. Tenant jointly and severally agrees to the responsibility of maintaining the obligations of this agreement for the entire term regardless of occupancy. Any failure to promptly make rental payments shall be a breach of this agreement, which in addition to entitling Management to all lawful damages and the right to terminate the same, shall result in Tenant forfeiture of any deposits or advance payments held by Management. It is the sole responsibility of the Tenant to make complete rent payments to Management on time.
- Installments do not represent a monthly rental amount and are not prorated. They represent the total Rent due for

the Lease Term divided by the number of installments.

Tenant gives Management authority to communicate with the parent or guardian concerning rent owed under this lease agreement and any and all issues regarding tenancy.

LATE

FEE:

4. Time is of the essence. If the rent is accepted after the close of the business day, 4 days after the due date for complete rent payment, a late fee will be applied to the monthly rent rate.

The late fee will be _____ (\$ _____). Any returned check will be considered as unpaid rent and subject to the late fee.

The late fee will be strictly enforced.

NOTICES:

5. Send all payments, notices, and written communications to:

Bradway Enterprises Inc.

17794 Canal Road, Houghton, MI 49931 (906) 299-3337 mobile phone Rentals@houghtonforrent.com

POSSESSION:

6. If there is any delay in delivery of the possession by Management, the rent shall be abated daily until the possession is granted. If possession is not granted within seven (7) days after the beginning day of initial term, then Tenant may void this agreement and have full refund of any deposit. Management shall not be liable for damages for the delay in possession.

CONDITION

AS IS:

7. The Tenant acknowledges by signing this Lease Agreement and agrees to accept the Premises in its current "as-is" condition. Management has furnished Tenant with the attached move-in inspection report to document any pre-existing issues, or defects which will be signed by the Tenant and is to be returned to management within 7 days of occupancy.

EVICTIION:

8. If the rent called for in paragraph 2 has not been paid by the fifteenth (15th) of the month, then Management shall automatically and immediately have the right to take out a Demand for Possession and have Tenant, his family, and possessions evicted from the premises.

Growing and/or smoking marijuana is strictly prohibited on or about the premises. Tenant will not use, manufacture or sell any illegal drugs on or about the premises. Whether assumed, detected or proven, illegal drug use is immediate grounds for eviction, with or without a formal police report and Tenant will have 24 hours written notice to vacate.

PARKING:

9. Private parking spaces are not provided to Tenants located at **314 Shelden Ave in Houghton**. The tenant is responsible for obtaining the City of Houghton permit for any parking for this property. In addition, parking for **838 Pine Street apartments** is limited to **one vehicle per unit**.

BREACH OF

AGREEMENT:

10. Should the Tenant breach this lease, the indemnification deposit shall, at Management's discretion, be forfeited as liquidated damages and the Tenant will owe rent through the last day of occupancy.

SUBLET:

11. Resident shall not sublet or assign this lease without written consent of Management. Tenants will locate the 'Sublet Of Tenancy' form on the Resident Center to review and fill out with their sublessee. As a sublessor, Tenant will be responsible for making monthly rent installments to Management and shall collect the rent from the sublessee.

Improper assignment of lease or improper subletting of the lease is grounds for eviction.

Replacement:

12. Each Tenant named on the lease must consent to release/add any individual to any addendum with Management's consent.

EARLY

TERMINATION:

13. Tenant may terminate this agreement before expiration of the original term by:

- (a) Finding person(s) to sign for remaining lease term; and
- (b) Paying all monies due through date of termination; and
- (c) Returning residence in the same clean, damage free, ready-to-rent condition in which it was received.
- (d) Tenant is financially liable for rent, utilities, advertisement, and other costs to re-lease the premises through the **expiration** date of the lease until such a time as another tenant is secured for the remaining length of the lease.

***EARLY TERMINATION FEE:** Tenant shall pay \$100 as a penalty for early termination. This does not release the Tenant of any of the responsibilities as stated herein. Management shall not be liable for any personal conflict of Tenant with roommates or a roommate's guests. A conflict of any kind between a Tenant and a roommate does not constitute grounds for termination of the lease by Tenant.

SAMPLE

FIRE AND CASUALTY:

14. If premises become uninhabitable by reason of fire, explosion, or by other casualty, Management may, at its option, terminate rental agreement or repair damages within 30 days. If Management does not do repairs within this time or if building is fully destroyed the rental agreement hereby created is terminated. If Management elects to repair damages, rent shall be abated and prorated from the date of the fire, explosion, or other casualty to the date of re-occupancy, providing during repairs Tenant has vacated and removed possessions as required by Management. The date of re-occupancy shall be the date of notice that premises is ready for occupancy.

UTILITIES:

15. Responsibility for proper and timely payment of utilities, and the method of metering or otherwise measuring the cost of the utility, will be as indicated below. Stopping or reducing of service(s) will not be reason for the Tenant(s) to stop paying Management rent or to make a money claim.

- (a) **Electric** services to Tenant's Premises will be paid by:
- ☐ Management will pay electric bills based on historic average consumption of \$35 per occupant of the premises. Excess charges will be billed to the Tenant. If multiple Tenants in a Multi-Unit Premises with a single meter are affected, excess charges will be divided equally among all Tenants in the Premises.
 - ☐ ***AIR CONDITIONERS, SPACE HEATERS, MINI FRIDGES & FREEZERS:** If Management is paying for electricity, Tenant may not choose to add an air conditioner, space heater, or mini fridge without receiving prior written consent from Management. Should Management agree to allow an air conditioner, space heater, or mini fridge then Tenant shall also agree to pay Management \$50 per month each month the air conditioner, space heater, mini fridge or freezer is in use as compensation for the increase in electricity. Failure to notify Management is a breach of this contract and grounds for termination.
- ☐ Tenant
- (b) **Water** service will be paid by:
- ☐ Management will pay water bills based on historic average consumption of \$25 per occupant of the premises. Charges in excess of \$25 per occupant will be the responsibility of the Tenant(s) of the Premises and added to the Lease Ledger.
- ☐ Tenant
- (c) **Gas** services will be paid by:
- ☐ Management
 - ☐ Tenant
- _X_____ Tenant Initials
- (d) **Trash** service will be paid by:
- ☐ Management
 - ☐ Tenant
- _X_____ Management Initials

Management will provide oven/stove and refrigerator.

The tenant shall contact and establish agreed utility service to begin and end on the dates of the term of this agreement. Failure to do so is a breach of this agreement. Included in this agreement is "Utility Information Form" meant to aid in the contacting and establishing of utility services. With 30-day notice, rent may be adjusted to cover additional expenses for increases in property taxes, utilities, or property insurance premiums.

AMENITIES:

16. As part of this lease agreement, the Tenant is granted access to the following amenities within the property or complex. The Tenant acknowledges that use of the amenities is at their own risk, and the Landlord assumes no liability for injury, damage, or loss resulting from their use. Tenants are expected to use the amenities responsibly and report any hazards or maintenance issues immediately. Certain amenities may require an additional fee or deposit subject to the location, terms and conditions outlined herein:

- (a) **Fitness Center:** Available for use 24 hours daily. Access is limited to tenants only.
- ☐ Included
- (b) **Internet:**
- ☐ Included
- WIFI signal is not guaranteed, though reasonable steps will be taken to ensure an active signal.
- (c) **Plowed Parking:** If vehicles must be moved to clear and remove snow, a notice will be sent via email to Tenants. Vehicles will be towed at the vehicle owner's expense if notice has been given and vehicle is not removed on time. Tenants are responsible for shoveling around vehicles, steps and entries.
- ☐ Included
- (d) **Garage:** The garage is intended for vehicle parking and light storage only. The Tenant agrees to keep the garage clean and refrain from storing hazardous or flammable materials. Any damage to the garage will be the responsibility of the Tenant.
- ☐ Included
- (e) **Furnished:** Tenant must not remove, loan, or damage any item provided with the premises.
- ☐ Included
- (f) **Sauna:**
- ☐ Included
- (g) **Recreation Room:**

_X_____ Tenant Initials

_X_____ Management Initials

☐ Included

SAMPLE

**TENANT
INSURANCE:**

17. As a reminder, obtain tenant's insurance to protect your personal items. Management's property insurance covers the building but does not, nor can it, insure your computers, furniture or other items. For your own protection it is wise to obtain this low-cost insurance. Remember also to periodically check the smoke detectors that we have installed for your safety. If it is not functioning properly, it will not do the job for which it was designed. Finally, should you ever note a condition inside or outside your residence that you think is potentially dangerous, please report it immediately to Management.

**RIGHT OF
ACCESS:**

18. Management shall have the right of access during reasonable hours, typically with 24-hour notice to the Tenant, to examine, protect, or show the premises to government inspectors, lenders, insurance agents, prospective renters, or prospective purchasers. Management is not required to give tenant prior notice in emergency situations, when entering to make requested repairs or alterations, for pest control, or if otherwise reasonably unable to provide 24-hour advance notice. The entry may be gained by key or other means.

USE:

19. Premises will be used for its designed purpose and will be occupied only by persons named on lease. The presence of an individual residing on the premises who is not a signatory on the rental agreement will be sufficient grounds for termination of this agreement. Premises will be used so as to comply with all state, county, and municipal laws and ordinances. Tenant will not use or permit any act in any manner so as to interfere with others' quiet enjoyment of the premises or injure Management's reputation.

**PROPERTY
LOSS:**

20. Management shall not be liable for damage to Tenant's property of any type for any reason or cause whatsoever, except where such is due to Management's gross negligence. Tenant acknowledges that they are aware that they are responsible for obtaining any desired insurance for fire, theft, liability, etc., on personal possessions, family, and guests.

ANIMALS:

21. A cat or dog may be negotiable at some places. Strict rules are available on the Resident Center. If a cat or dog is allowed, an Animal Addendum will be added to this Lease Agreement. Without the consent of Management, no animal is allowed on the premises. Failure to adhere to this provision is a violation of this Lease Agreement and cause for immediate termination of tenancy, forfeiture of all rents and deposits paid, repossession, and expel of Tenant. Consent can be withdrawn by Management at any time during the term of this lease.

INDEMNIFICATION: 22. Tenant releases Management from liability for and agrees to indemnify Management against losses incurred by Management as a result of (a) Tenant's failure to fulfill any condition of this agreement; (b) any damages or injury happening in or about premises to Tenant's invitees or licensees or such person's property; (c) Tenant's failure to comply with any requirements imposed by any governmental authority; and (d) any judgment, lien, or other encumbrance filed against premises as a result of Tenant's actions.

**FAILURE
TO ACT:**

23. Failure of Management to insist upon compliance with the terms of this agreement shall not constitute a waiver of any violation.

**REMEDIES
CUMULATIVE:**

24. All remedies under this agreement or by law or equity shall be cumulative. If a suit for any breach of this agreement establishes a breach by Tenant, Tenant shall pay to Management all expenses incurred in connection therewith.

REPAIRS:

25. Tenant will immediately notify Management in writing of any problem, malfunction, or damage. Management will make necessary repairs to the interior and exterior with reasonable promptness after receipt of written notice from Tenant. Tenant is responsible for any damages caused by Tenant. Charges for all repairs or replacements caused by Tenant, animals, guests, or licensees of Tenant, excluding ordinary wear and tear will be added to the lease ledger. Tenant shall be charged for all damage, physical and economical, to Premises because of failure to report a problem in a timely manner. Tenants will keep premises in a safe, clean, and sanitary condition. A tenant may not remodel, paint, or structurally change, nor remove any fixture there from without written permission from Management. This includes the construction of lofts. If Tenant is unduly hard and destructive to premises, Management has the cause in its professional opinion to demand Tenant to vacate premises within thirty (30) days written notice.

ABANDONMENT: 26. If Tenant removes or attempts to remove property from the premises other than in the usual course of continuing occupancy without having first paid Management all monies due, premises may be considered abandoned, and Management shall also have the right to store or dispose of any of Tenant's property remaining on the premises after the Tenant moves out or termination of this agreement. Any such property shall be considered Management's property and title thereto shall vest in Management.

**LEAD WARNING
STATEMENT:**

27. Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention. Management has no knowledge of any known lead paint.

RULES AND REGULATIONS:

28. (a) **Parking:** Vehicle must be plated and be State registered with the Tenant or Tenant's relative. Non-operative vehicles are not permitted on premises. Any such may be removed by Management at the expense of Tenant owning same, for storage or public or private sale, at Management's option and Tenant owning it shall have no right of recourse against Management, therefore. Management may require Tenants to move vehicles for plowing or other maintenance projects with prior notice given.
- (b) **Locks:** Tenant is prohibited from adding locks to, changing, or in any way altering locks installed on the doors. All keys must be returned upon termination of occupancy.
- (c) **Access:** Entrances, walks, lawns, and driveways shall not be obstructed or used for any purpose other than ingress and egress. The Winters bring snow, shoveling is required.
- (d) **Signs:** Tenant shall not display any signs, exterior lights, or markings without prior written consent from Management.
- (e) **Storage:** No goods or materials of any kind or description which are combustible or would increase fire risk or placed in a storage area or the premises itself. Storage in all such areas shall be at the Tenant's risk and Management shall not be responsible for any loss or damage.
- (f) **Walls:** Tenant may use 3M Command hangers and assume risks of doing so. No hangers that puncture the wall are allowed.
- (g) **Guest:** Resident shall be responsible and liable for the conduct of their guests. Actions of guests in violation of this agreement or Management's rules and regulations may be deemed by Management to be a breach by Tenant. No guest may stay longer than 10 days in entirety without permission of Management otherwise a \$25 per day guest charge will be due Management.
- (h) **Noise:** Radios, televisions, stereo, etc., must be turned down to a level of sound that does not annoy or interfere with their neighbors quiet enjoyment.
- (i) **Alterations:** Satellite dishes and other aerials shall not be placed without Management consent.
- (j) **Detectors:** Tenant is responsible for the continued working condition of smoke detectors and carbon monoxide alarms.
- (k) **Cleaning:** Tenant will clean complete interior at least once per week. Tenant must keep the unit clean, including appliances and fixtures.
- (l) **Common Areas:** Tenant must not cause damage, leave trash, or otherwise vandalize public areas such as parking lots, or common spaces. When using common areas Tenants are required to treat all furniture and fixtures properly, and report any issues or damages.
- (m) Tenant will not use or store a waterbed.
- (n) **Heat:** Tenant shall set the heating system at no less than 60 F and no more than 70 F.
- (o) **Look Up!:** Tenant shall be aware of the possibility of snow and ice falling from above, and releases Management of all liability of any damages caused by such to any person or possessions of Tenant or guests.
- (p) **Smoking:** No smoking or vaping on the premises.
- (q) **Light Bulbs:** Tenant is responsible to replace current light bulbs when needed except when the light bulb is not a screw in type or requires a ladder to change.
- (r) **To Flush or not to Flush:** Tenant shall not dispose of items such as grease, food scraps, cooking oils, coffee grinds down kitchen or other drains/toilets. **Feminine hygiene products will not be disposed down toilets.** A plugged drain or sewer line resulting from these or other improper disposals will result in Tenant incurring the cost for opening of the drain or sewer line.
- (s) **Safety:** A tenant who has a reasonable apprehension of present danger to themselves, or child from domestic violence, sexual assault, or stalking may have special statutory rights to seek a release of rental obligation under MCL 554.601B.
- (t) **Acceptable Use:** Rental arbitrage is not allowed under any circumstance. (Using the Premises as an Airbnb.)
- (u) **Deck/Balcony:** Applicable units may include a deck/balcony for the Tenant's use. The Tenant is responsible for keeping the area clean and free of debris and snow. **No** structural modifications or permanent installations (such as satellite dishes or charcoal grills) are allowed. Tenants may use the space for personal leisure but must ensure noise and activities are kept to reasonable levels in consideration of neighbors.
- (v) **Grills:** Charcoal grills must be utilized in the yard or driveway ONLY. Propane grills must be kept a minimum of 4 feet from any structure.
- (w) **Furniture:** If you find furniture in your property upon arrival and need it removed, you must contact management before removing any items. A list of furniture for your specific unit can be found on the Resident Center.
- (x) **Grease Disposal:** Tenant shall not dispose of grease, oil, or other waste materials in sinks, toilets, drains, or any plumbing fixings. All grease and oil must be collected in proper containers and disposed of in accordance with the local regulations. Any costs incurred due to improper disposal shall be the sole responsibility of the tenant.
- (y) **Modifications:** Management reserves the right at any time and from time-to-time to prescribe such additional rules and make such changes to the rules and regulations set forth and referred to above as Management shall in its judgment, determine to be necessary for the safety, care, and cleanliness of the premises, for the preservation of

good order or for the comfort or benefit of Tenants generally.

SAMPLE

EXTERIOR

CLEANLINESS:

29. Tenant agrees no items are to be left outside the premises, such as but not limited to, tires, furniture, household trash, or junk. All household trash must be secured in acceptable trash bags. Loose pizza boxes, small Wal-Mart bags, etc., are not acceptable as trash bags. Tenant is required to follow the rules and procedures for the municipality that they reside in for trash pickup.

Management collects garbage for the following premises (in standard store purchased garbage bags): Management collects garbage for the following premises (in standard store purchased garbage bags):

Tuesday at 10 a.m. | Sandpiper. . .Gateway. . .Holiday. . .47731 Mill

**Wednesday at 10 a.m. | Blanche Apartments. . .The Neighbors. . .University Suites. . . 1300/1302 College. .
.Sherman Apartments**

**Thursday at 10 a.m. | 46560 Hildebrant. . .46578 Hildebrant. . .46608 Hildebrant. . .46541 Main. . .46545 Main. . .
46549 Main. . .19984 James. . .20089 James**

Tenant shall not place garbage out before the morning of the scheduled pick up. Any garbage mess as a result of Tenant not following the above rules shall be the immediate responsibility of the tenant or shall be the cost to the tenant from Management for the cleaning. Examples of such costs are: Tires: \$15 each, Sofa: \$50, Mattress: \$25 each, Trash strewn about: \$15, Dirty / damaged White Goods: \$250.

ENTIRE

AGREEMENT:

30. This agreement and any attached addendum constitute the entire agreement between the parties and no oral statements shall be binding. It is the intention of the parties herein that if any part of this rental agreement is invalid, for any reason, such invalidity shall not void the remainder of the rental agreement.

NOTICE: Michigan law establishes rights and obligations for parties to rental agreements. This agreement is required to comply with the Truth in Renting Act. If you have a question about the interpretation or legality of a provision of this agreement, you may want to seek assistance from a lawyer or other qualified person.

If any part of this Contract is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Contract and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Contract will continue in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed in person the day and year above written.

Management

Number of Tenants in Premises is: _____

Tenant(s)

Number of Entry Keys: _____ Bedroom Keys: _____ Mail Keys: _____ Garage Remotes: _____

SAMPLE

Michigan law provides that the Tenant must notify Management in writing of the address to which the Tenant desires the indemnification deposit to be sent; or, it may be necessary to contact Tenant in the event of problems during Tenant's temporary absence from the premises, or in the case of an emergency. To facilitate this communication, we are requesting the following information:

Tenant _____

Tenant phone # _____

Tenant email _____

Graduating Year _____ Tenant SSN _____

Name of Guardian _____

Forwarding Address _____

Guardian's phone # _____

Guardian's email _____

Deposit Amount \$ _____ Cash | Check | Buildium

Tenant _____

Tenant phone # _____

Tenant email _____

Graduating Year _____ Tenant SSN _____

Name of Guardian _____

Forwarding Address _____

Guardian's phone # _____

Guardian's email _____

Deposit Amount \$ _____ Cash | Check | Buildium

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Deposit Amount \$ _____ Cash | Check | Buildium

Tenant _____

Tenant phone # _____

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Deposit Amount \$ _____ Cash | Check | Buildium

Tenant _____

Tenant phone # _____

Tenant email _____

Graduating Year _____ Tenant SSN _____

Name of Guardian _____

Forwarding Address _____

Guardian's phone # _____

Guardian's email _____

Deposit Amount \$_____ Cash | Check | Buildium

Deposit Amount \$_____ Cash | Check | Buildium

SAMPLE

UTILITY CONTACT INFORMATION

Cable Television		
Spectrum	No office in Houghton	Phone: (844) 337-0233 www.spectrum.com
Electricity		
Upper Peninsula Power Company	600 Lakeshore Drive P. O. Box 130 Houghton, MI, 49931	Phone: 1-800-562-7680
Gas – Propane & Natural		
Semco Energy	32 US-41 East Negaunee, MI 49866	Phone: 1-800-624-2019 Fax: (906) 475-6292
Internet Access Providers		
UP. NET AKA Baraga Telephone	Fiber Internet	1 (866) 353-6644 www.up.net
Spectrum	Cable Modem	Phone: (866) 926- 6497 www.spectrum.com
T-Mobile Home Internet	LTE Internet	www.t-mobile.com
Verizon home internet	LTE Internet	1 (866) 353-6644 www.verizon.com
AT & T	LTE Internet	Phone: (906) 225-6700 www.att.com
Water/Sewer		
City of Hancock	399 Quincy Street Hancock, MI 49930	Phone: (906) 482-2720 Hancock Utilities Website
City of Houghton	616 Sheldon Avenue P. O. Box 606 Houghton, MI 49931	Phone: (906) 482-1700 Houghton Utilities Website
Portage Township	47240 Green Acres Road P. O. Box 750 Houghton, MI 49931	Phone: (906) 482-4310 Fax: (906) 482-4942
Franklin Township	48991 Maple Street Hancock, MI 49930	Phone: (906) 487-9073
Trash Removal		
City of Hancock	399 Quincy Street Hancock, MI 49930	Phone (906) 482-2720 Hancock Utilities Website
City of Houghton	616 Sheldon Ave PO Box 606 Houghton, MI 49931	Phone: (906) 482-1700 Houghton Utilities Website
Waste Management	1108 Enterprise Dr Houghton, MI 49931	(906) 482-4575
Houghton County Solid Waste Transfer Station	17808 Erickson Dr. Atlantic Mine, MI 49905	M-F 8-4 Sat 8-2
Patriot Disposal	For the Waylene and Mill St properties	(906) 201-7647
Greg @ SIP Homes	For the Waylene and Mill St properties	(906) 233-9682

ALL THE FIXINGS:

Repairs and fixings, please notify us as soon as possible for any maintenance needs. All requests should be made through the Resident Center. In case of an emergency, please call the office at 906-299-3337. If we are

unable to answer your call, follow the instructions in the outgoing message for your situation.

SAMPLE

MOVE IN / MOVE OUT FORM

You should complete this checklist or one like it, noting the condition of the rental property, and return it to Management within 7 days after obtaining possession of the premises. You are entitled to request and receive a copy of the last termination checklist which shows what claims were charged to the last prior tenants.

Tenant _____ Move In _____

Property Address _____ Move Out _____

Bedroom 1	Living Room
Bedroom 2	Dining Room
Bedroom 3	Kitchen
Bedroom 4	Hallways
Bedroom 5	Garage/Storage
Bathroom 1	Exterior
Bathroom 2	Inventory List
Bathroom 3	

Tenant Signature _____

Date _____

Date _____

Date _____

Date _____

Date _____