

RENTAL RULES, REGULATIONS, PROCEDURES AND RESPONSIBILITIES
Iowa Student Housing – All Rentals
OWNER IS AN IOWA REAL ESTATE BROKER

MOVE-IN

1. Security deposit is due in full at the time of lease signing. A completed Direct Deposit Form is required at lease signing. See Attached Forms
2. All rent and deposit checks should be made payable to **Iowa Student Housing**. **ALL RENT SHALL BE PAID BY DIRECT DEPOSIT FROM A DESIGNATED ACCOUNT BY TENANT. NO CASH, PLEASE.** See attached forms.
3. Rent is due on the 1st of the month, by direct deposit only. Each Tenant is jointly and severally LIABLE. So if there is a balance on the account, regardless of who has paid, ALL Tenants are liable for the unpaid balance.
4. Utilities for which Tenant are responsible must be transferred to Tenant's name prior to occupancy. Any installation charges, deposit or other utility requirements are the sole responsibility of the Tenant. Proof of utility service, if applicable, is required before keys will be issued. Any utilities billed to the Landlord for a period of time when the Tenant is in possession of the rental unit, and the Tenant is responsible for those utilities, will be billed to the Tenant. This includes all days included in your lease, even if you move in late or out early. Utilities not transferred after the third (3rd) day of occupancy may be disconnected. Tenant agrees to use utilities provided by Landlord in a reasonable and not wasteful manner.
5. Apartment keys (1 per Tenant) and mailbox keys (1 per apartment) will be issued upon completion of requirements. No additional locks or changing of locks by the Tenants is allowed.
6. Tenant must fill out a check-in inspection report and return it to the office within 3 days of lease start date. If not returned within 3 days of lease start date Tenant accepts full responsibility for existing condition of rental.

MAINTENANCE

7. Any maintenance calls for repairs which were caused by Tenant negligence (not reporting leaky faucets, leaky toilets, running toilets, plugged toilets, clogged disposals, failure to check tripped breakers, frozen water pipes due to insufficient heat, etc.) will be billed to the Tenant and such bills shall be payable immediately.
YOU SHOULD TRY TO PLUNGE YOUR CLOGGED TOILET OR DISPOSAL BEFORE CALLING. YOU SHOULD CHECK THE RESET BUTTON ON YOUR GFI OUTLET AND DISPOSAL IF THEY DON'T WORK. YOU SHOULD CHECK YOUR CIRCUIT BREAKERS BEFORE REPORTING NO HEAT/AIR CONDITIONING OR ELECTRICAL PROBLEMS. IF YOUR BOTTOM OUTLETS DON'T WORK IN THE LIVING ROOM, THEY MAY BE SWITCH OPERATED FOR FLOOR LAMPS.
****If you don't know how to do any of these items, please ASK.****
8. Tenant MUST use your vent fan during and after showering or taking a bath to prevent mildew buildup in bathroom. Tenant agrees to run vent fan during shower or bath and after shower or bath up to 30 minutes or longer to remove all steam and moisture from bathroom. Call the office right away if the fan is not working. CLEAN mildew off the walls/ceiling if you see any. Bleach water is very helpful.
9. Tenant shall use our online maintenance request form located at www.IowaStudentHousing.com under the maintenance section.
10. Tenant is responsible for replacing burned out light bulbs.
11. Tenant is responsible for replacing batteries in smoke detectors.
12. Tenant acknowledges that the City Housing Inspectors need to periodically inspect the housing unit. Any fee charged to the Landlord for re-inspections of the unit caused by the negligence of the Tenant shall be passed along to the Tenant.

GENERAL

13. Tenants are always welcome and encouraged to contact the office with requests, comments, concerns and feedback.
 14. No pets allowed for any period of time whatsoever (not even visiting), except authorized service animals.
 15. No smoking allowed in the apartments, halls, common areas or any location on the property or grounds.
 16. No kegs of any size allowed on the premises. No large group parties (over 12 guests) allowed.
 17. To maintain the appearance of the hallway and apartment walls, please no bicycles inside.
 18. Please do not use double stick tape, large nails or plant screws on the walls or ceilings.
 19. Tenants are not allowed to use the common area electrical outlets or water source for personal use.
 20. Tenants must comply with all obligations primarily imposed upon them by applicable provisions of City building and housing codes.
 21. Tenants must keep the rented premises clean and safe in accordance with the city housing code.
 22. Tenants must dispose of all garbage and other waste in acceptable refuse bags in the containers provided or in accordance with applicable city codes.
 23. Tenants must refrain from disposing of anything other than human waste and toilet paper in the toilet.
 24. Tenants must use in a reasonable manner all electrical, plumbing, sanitary, heating, ventilating, air conditioning and other facilities and appliances in the rented premises. Tenant use of extension cords is limited to cords with electrical breakers as specified by applicable city codes.
 25. Tenants must not destroy, deface, damage, alter, paint, remodel, impair, or remove a part of the dwelling unit or knowingly permit a person to do so.
 26. Tenant must conduct her/himself in a manner that will not disturb a neighbor's peaceful enjoyment of the premises.
 27. Tenants must use the highest degree of care in maintaining the rented premises and at the end of the lease Tenant shall restore the dwelling unit to its condition at the commencement of the tenancy, ordinary wear and tear excepted. Tenant agrees to thoroughly clean all floors, carpeting, surfaces, fixtures, and appliances before vacating premises and agrees to pay reasonable cleaning charges for noncompliance.
 28. Tenants must not litter or damage those areas outside the rented premises owned by the Landlord, and not leave furniture or appliances on lawns, porches, balconies, decks, patios, or roofs.
 29. Tenants must reimburse the Landlord for damages arising out of any acts of Tenants or Tenant's visitors/guests.
 30. Tenants must utilize sufficient heat (thermostat set to at least 65 degrees Fahrenheit) to prevent freezing of water pipes.
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31. No parking of motor vehicles, trailers, or other equipment on the Landlord's property in any unauthorized area without the Landlord's written consent.
32. No hanging of furniture, fixtures, or book cases from the walls or ceiling.
33. Never climb on or use the roof or fire escape on any part of the premises, except for escape from fire.
34. Tenants must refrain from any unlawful activities in the rented premises.
35. Tenant must notify the Landlord on or before the 1st day of any extended absence (7 days or more) from the rented premises.
36. Tenant must limit stay of guests or visitors to less than seven (7) days and nights per month. Breach of this rule could be construed as an unauthorized sublet and violation of City Code & Regulations.
37. Do not store any personal property on the public walkways, halls, steps, or attach to the steps or railings. All such property will be considered abandoned and will be discarded without notice.
38. Do not discard tires, batteries, appliances, furniture or hazardous waste in the outside refuse containers, or beside the containers. Tenant is solely responsible to take all items to City of Iowa City landfill that cannot fit in a 13 gallon trash bag or are listed in this section at their sole expense.
39. Do not use any open flame devices, candles, incense, hookah pipes, kerosene lamps, halogen lamps or space heaters in the rented premises.
40. In accordance with city housing code grills are only allowed to be used on cement surfaces. Using any kind of grill is prohibited on wooden decks, balconies, or walkways. Tenant agrees to not use any type of grill on premises without Landlords written consent.
41. Do not store any personal property or flammables in any furnace closet or near the water heater.
42. Tenant needs to contact Landlord in the event that Tenant has any questions relating to the lease and or rules of occupancy. Tenant agrees to comply with any and all City of Iowa City Housing Rules and Regulations and shall be solely responsible for any and all fees and or fines levied upon Tenant or Landlord as a result of Tenants actions or violations of City of Iowa City Housing Rules & Regulations.
43. Landlord shall have the right to terminate this Lease for redevelopment of the property. Such termination shall exercised by Landlord by the service of not less than (60) days written notice to Tenant of such termination. Such notice shall set forth the date upon which the termination will be effective. No money or other consideration shall be payable by Landlord to Tenants for Landlords exercise of this right, and the right is hereby reserved to Landlord and all purchasers, successors, assigns and transferees. Tenant has read the foregoing and understands that the Landlord has the right to terminate this lease as provided above with a 60 day notice to do so at any time for redevelopment.
44. Tenants shall be responsible for lawn care and snow & ice removal in all single family houses & duplexes per City Code All apartment buildings with 3 or more units Landlord shall be responsible for lawn care, snow & ice removal per City Code.
45. Late Fees shall be \$20.00 per day up to Maximum of \$100.00 per month if rent exceeds \$700.00 per month or if rent is less than \$700.00 per month Late Fees shall be \$12.00 per day up to Maximum of \$60.00 per month. If Iowa Law changes Late Fees shall be applied at Maximum Rate Allowed per Iowa Law During Lease Period.
46. Tenant shall not use any porch, deck, patio, or yard area of the rental dwelling unit for storage of any kind without written consent of the Landlord.
47. Tenant shall keep dwelling unit as clean as possible during the entire lease period in the event Tenant fails to maintain a clean dwelling unit Landlord may clean the dwelling unit and bill Tenant for costs of cleaning.

MOVE OUT AND CLEANING / SECURITY DEPOSIT REFUND INSTRUCTIONS

48. Tenant shall clean the entire premises Tenant shall restore the dwelling unit to its condition at the commencement of the tenancy, ordinary wear and tear excepted. If Tenant does not return the dwelling unit to Landlord in the same condition at the commencement of the tenancy ordinary wear and tear excepted then Tenant shall pay all expenses to restore the dwelling unit to its condition at the commencement of tenancy, ordinary wear and tear excepted. Tenant shall be billed all costs for Property Management Companies time to coordinate repairs.
 49. Tenant shall report all damage caused by Tenants or Tenants guests or visitors to the office so our maintenance contractors can restore the dwelling to its original condition.
 50. Tenant shall turn all keys in together to the office by the end of the lease. Tenant will be charged for new lock(s) and labor to install if all keys are not returned by the end of the lease.
 51. Tenant shall provide to Landlord a forwarding address prior to lease termination in accordance with Iowa Law. Tenant shall email the address to info@iowastudenthousing.com to document receipt of forwarding address for all parties. If email is not available Tenant agrees to mail using the US Post Office written notice of Tenants forwarding address to Landlord.
 52. **DEPOSIT RETURN:** Landlord will provide a check-out form to Tenants with instructions for the return of the security deposit. The deposit will be returned by Landlord to the single designated Tenant i.e. listed in section #3 of the lease as (Deposit Holder) within thirty (30) days after expiration of the Lease, less amounts properly withheld by Landlord. Tenants shall provide to Landlord in writing by July 15 in the year lease expires a forwarding address of the deposit holder. Per Iowa Law Landlord will hold your deposit for one year from the date of expiration of your lease. If Tenant does not provide required forwarding address within that 1 year period to Landlord it is understood that the deposit will be forfeited and retained by the Landlord per Iowa Law.
- ALL PARTIES AGREE THAT ALL TERMS AND CONDITIONS OF THIS AGREEMENT AND THE LEASE RELATING TO THIS AGREEMENT MEET CHAPTER 562A UNIFORM RESIDENTIAL LANDLORD AND TENANT LAW. ALL PARTIES AGREE TO OBEY AND FOLLOW ALL REGULATIONS OF CHAPTER 562A DURING THE TERMS AND CONDITIONS OF THIS LEASE. IN THE EVENT THAT ANY PART OF THIS AGREEMENT OR LEASE ARE DEEMED ILLEGAL OR UNENFORCEABLE DURING THE LEASE TERM BOTH PARTIES AGREE TO VOID THAT SECTION OR PROVISION OF THE LEASE OR AGREEMENT AND THE REMAINING TERMS AND CONDITIONS OF THE LEASE AND AGREEMENT SHALL REMAIN AND SHALL BE BINDING UPON ALL PARTIES.**

I/We have read the above and understand the above and agree to comply with the above.

_____	_____	_____	_____
Tenant	Date	Tenant	Date
_____	_____	_____	_____
Tenant	Date	Tenant	Date
_____	_____	_____	_____
Tenant	Date	Tenant	Date
_____	_____		
Leasing Agent	Date		