**EARLY MOVE IN FORM LEASE ADDENDUM**

If you decide to move into your home early for whatever reason, everyone on the lease must agree and confirm to the acceleration of the start date on the lease and all of its conditions. It is understood that all of the tenants on the lease are responsible for all terms of the original lease, including payment of rent, damages & cleaning costs that may occur as a result of early occupancy. Confirmation may be made by email by all parties.

**Landlord Permission**

Residents may not move in early without permission from Schmates Rentals LLC Property Management first. If you move in early without Schmates Rentals LLC’s permission, we retain the right to evict the lessees who will be liable for remaining rent payments and any damages.

**Utilities**

All utilities must be placed into lessees names ***before any keys or access to the home is allowed***. There are no exceptions. Email confirmation is required. All utility contact information is on the website, [www.schmatesrentals.com](http://www.schmatesrentals.com)

**Early Move in Fee**

There is a one-time, non-refundable $400(equates to $100 per person) processing fee that needs to be paid to Schmates Rentals LLC by check or money order before any move in may begin. The $400 must be paid in full.

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**Roommate Permission**

All parties on the lease must agree to the early move in addendum. This can be done through email confirmation by copying all parties on the lease. Remind your roommates that they are “jointly and severally” liable for the early move in should anything happen during the early move in period.

**Discrepancies, Damages & Maintenance**

The same terms of the original lease apply. Maintenance issues, such as a leaky faucet, need to be brought to Schmates Rentals LLC’s attention immediately.

**Move-Out/In and Keys**

All keys will be on the kitchen counter along with the move in packet. The move in form needs to be returned 5 days after move into the home.

EARLY MOVE IN & AUTHORIZATION & POLICY

 I/We wish to move in early to our residence.

**Early move in Terms and Conditions:**

 Resident(s): \_\_\_\_\_\_\_\_\_\_\_,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Resident Address: Oxford, Ohio 45056\_

 The residence will be available for early move in by this date: August \_\_\_, 20\_\_\_\_

 My original Lease dates are: August \_\_, 20\_\_\_ to May \_\_\_, 20\_\_\_\_.

**Schmates Rentals LLC Subletting Polices:**

Any lessee wishing to move in early into their home agrees to comply with the following:

o The Early Move In Authorization & Policy Form which must be completed and signed(email confirmation OK) by all lessees.

o It is understood that the original lease terms will begin upon the day of move into the home. Tenants remain ultimately responsible for all terms of the original lease.

o All of the lessees’ rent must be paid in full before the early move in process begins.

o Lessee/s agrees to coordinate move-in dates and the key exchange three days (3) prior to the first person moving into the home.

EARLY MOVE IN AUTHORIZATION & POLICY CONTINUED

**I/We have read the above Terms and Conditions as well as the Early Move in Policies, understand them, and agree to them:**

**Schmates Rentals LLC Property Management Signature/Authorization Date**

**Early Move In Fee Payment:**

**$400.00** Check or $ Order made payable to **Schmates Rentals** is due before any early move in applications will be processed.

 Paid Check # \_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EARLY MOVE IN AGREEMENT**

The following Early Move in Agreement is mutually agreed between the Lessee and Lessor.

All the rights and duties described below shall be transferred to lessee for the term of the early move in agreement specified below. The lessee acknowledges and agrees to be bound by the terms of the original lease consistent with this early move in agreement.

**Description of Lease and Premises**

Address of Rental Home:

Original Lease Dates \_\_\_\_/\_\_\_\_/\_\_20\_\_ to \_\_\_\_/\_\_\_\_/\_\_20\_\_

Early Move In date \_\_\_\_/\_\_\_\_/\_\_20\_\_ to \_\_\_\_/\_\_\_\_/\_\_20\_\_

We have completed, read and understand the above Early Move In Agreement:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_\_\_\_\_\_\_\_**

**Resident Name Lessee Signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Resident Name Lessee Signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Resident Name Lessee Signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Resident Name Lessee Signature Date**