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Virginia Statement of Tenant Rights and Responsibilities under the Virginia Residential Landlord and Tenant Act as of July 1, 2026

This is a summary of tenants' rights and responsibilities under the Virginia Residential Landlord and Tenant Act. This summary does not modify your lease or Virginia law. A lease cannot give up a tenants' rights under the law. The information below is not intended as legal advice. All parties to a rental agreement are encouraged to consult the Department of Housing and Community Development's [website](#) for more information related to landlord and tenant resources. Tenants with questions are encouraged to contact their local legal aid program at (866) 534-5243 or valegalaid.org/find-legal-help.

Tenant Rights

Applications:

Tenants may be charged a nonrefundable application fee of no more than \$50 (not including third party costs for a background check) and a refundable application deposit. If the tenant does not rent the unit, the application deposit must be returned, minus any actual costs or damages. ([§55.1-1203](#))

Written lease:

Under the VRLTA, a landlord is required to provide a tenant a written lease within 10 business days of the effective date of the lease agreement. If a landlord fails to do so, the VRLTA still protects a tenant by establishing a statutory lease between landlord and tenant for 12 months not subject to automatic renewal. ([§55.1-1204](#))

Disclosure:

A landlord must reveal certain information to the tenant, including any visible evidence of mold ([§55.1-1215](#)), the name and address of the owner or property manager ([§55.1-1216](#)), notice of sale or foreclosure of the property ([§§55.1-1216, 1237](#)), and on the first page of the lease, a list of all charges including the security deposit, rent, and any additional charges. ([§55.1-1204.1](#))

Security Deposit:

A landlord may require a security deposit of up to two month's rent. Within five days of moving in, the tenant has a right to object to anything in the move-in report. The tenant also has a right to be present at a move-out inspection, which must be made within 72 hours of delivery of possession. ([§§55.1-1214, 1226](#))

Receipts:

A tenant is entitled to a written receipt of rent paid by cash or money order. Upon request, a tenant is entitled to a written statement of all charges and payments over the past 12 months. ([§55.1-1204\(D\), \(J\)](#))

Payment Methods:

A landlord must accept periodic rent and security deposit payments by check and money order. A landlord must accept at least one method of payment that does not include additional collection or processing fees. ([§55.1-1204\(J\)](#))

Privacy:

A landlord may not release information about a tenant without consent, except under certain conditions, which are generally when tenant information is already public. ([§55.1-1209](#))

Fit and Habitable Premises:

A tenant has the right to a fit and habitable rental unit in accordance with the Uniform Statewide Building Code. The landlord must make all repairs needed to keep premises fit and habitable. ([§55.1-1220](#)) To request repairs, the tenant must give the landlord written notice of the need for repairs, and give the landlord a reasonable amount of time to make the repairs. A landlord cannot require a tenant to pay a fee for the maintenance or repair of a unit unless the damage was from a tenant's violation. ([§55.1-1208](#)) If repairs are not made, a tenant can file a Tenant's Assertion in General District Court. The tenant must be current on rent in order to file a Tenant's Assertion (after Jan 1, 2027, the tenant does not have to be current on rent to file a Tenant's Assertion). Tenants must pay into court escrow rent that becomes due. There is no rent withholding in Virginia except under repair and deduct (below). ([§55.1-1244](#))

A locality (county, city or town) may act on behalf of a tenant to enforce the provisions of the Virginia Residential Landlord and Tenant Act to address conditions that are a fire hazard or serious threat to life, health, or safety (e.g. rodent infestation, lack of heat, hot or cold running water, electricity, or adequate sewage disposal). ([§55.1-1259](#))

Repair and Deduct:

If an issue on the premises affects life, health, safety, or seriously affects habitability, and a landlord has not begun to address it within 14 days after written notice from the tenant, the tenant may contract to have the repair done by a licensed contractor at a cost of not more than \$1,500, or one month's rent, whichever is more. The tenant may deduct the actual cost of the repair from the rent. The tenant must send the landlord an itemized invoice and a receipt for payment to the contractor for the work, along with any payment of remaining rent owed. If a local government or nonprofit does repairs on behalf of the tenant, the tenant is still entitled to reimbursement by the landlord or to make a deduction from the rent. A tenant may not repair at the landlord's expense if the problem was caused by the tenant or their guest, OR if the tenant denied the landlord access to the unit, OR if the landlord already fixed the problem before the tenant hired a contractor. ([§55.1-1244.1](#))

Uninhabitable Dwelling Unit at Move In:

If, at the beginning of the tenancy, there exists a fire hazard or a serious threat to the life, health or safety of the tenant (such as an infestation of rodents or a lack of heat, hot or cold running water, electricity, or adequate sewage disposal facilities), the tenant may terminate the rental agreement and receive a full refund of all deposits and rent paid to the landlord. To terminate the agreement and request a refund, the tenant must provide a written notice of termination no later than seven days after the tenancy started. If, upon receipt of notice, the landlord agrees such hazardous condition exists, the landlord must refund all deposits and rent paid within 15 business days of being notified or of the tenant vacating the unit, whichever occurs later. ([§55.1-1234.1](#))

The landlord may, in a written notice provided to the tenant, state that the termination is unjustified and refuse to accept the tenant's termination of the lease. A tenant who has vacated the unit (or never moved in initially) may then challenge the landlord's refusal in court. The prevailing party shall be entitled to recover reasonable attorney fees. ([§55.1-1234.1](#))

Notification of Rent Increase/Nonrenewal:

If a lease contains an option to renew or an automatic renewal provision, a tenant must be notified in writing of a rent increase or nonrenewal at least 60 days before the end of the lease term. This only applies when a landlord owns more than four rental units or more than 10% percent interest in more than four rental units in the Commonwealth. ([§55.1-1204\(K\)](#))

Eviction:

A landlord may not evict a tenant without following the court eviction process. If the tenant does not pay rent by the due date, the landlord first sends a written notice informing the tenant of the amount of rent and fees owed and that the landlord will file an unlawful detainer (eviction) lawsuit if the tenant does not pay OR leave the unit. If the tenant does not pay the amount owed within 14 days, the landlord can file an unlawful detainer (eviction) lawsuit. If a tenant leaves and does not pay, the landlord may file a warrant in debt to collect rent owed. To evict the tenant, the landlord must get a court order of possession, followed by a Writ of Eviction that is served by the Sheriff. ([§§55.1-1245, 1252](#)). A tenant not getting paid due to a federal shutdown of 14 or more days can get an eviction lawsuit for nonpayment of rent postponed for 60 days. ([§44-209](#)) A tenant has the right to appeal an eviction. The court may waive the appeal bond if the tenants income is below a certain amount defined by [§19.2-159](#) (indigent persons). ([§16.1-107\(C\)](#))

When facing an unlawful detainer (eviction) action, a tenant has the right to present evidence of written requests made to the landlord to address conditions impacting the safety and habitability of the premises. The tenant must follow the proper court processes

and may request that the court reduce the amount of rent owed based on the unit's condition. ([§55.1-1241](#))

Unlawful Exclusion, Interruption of Essential Services, and Unlivable Premises:

A landlord may not unlawfully exclude a tenant from the premises, interrupt an essential service, or make the unit unlivable. If this happens, the tenant may sue the landlord in General District Court and get an initial court hearing within five calendar days. At this hearing, a court may order the landlord to give the property back to the tenant, resume the essential service, or fix the conditions that make the unit unlivable. The court may also hold a second hearing within 10 days of the first hearing and may find that the tenant is entitled to actual damages, statutory damages, and reasonable attorney's fees. ([§55.1-1243.1](#)) If a tenant is excluded from the unit because the unit was condemned, the tenant may sue the landlord for actual damages. The landlord must return any prepaid rent, security deposit, and rent paid after the unit was condemned. ([§55.1-1243.2](#))

Domestic Violence— Right to Change Locks:

If a tenant has obtained an order from a court under [§16.1-279.1](#) (for family abuse) or [§20-103](#) (for apprehension of physical harm by a family or household member) that excludes someone else from the premises, the tenant may provide the landlord with a copy of that court order and request that the landlord either install a new lock or other security devices on the exterior doors of the unit or permit the tenant to do so.

In the event the tenant changes the locks, the tenant shall provide a duplicate copy of all keys and instructions for the operation of all devices to the landlord. The new lock/security device must not cause permanent damage to the dwelling unit, and the tenant shall be responsible for the cost of installing the lock/security device, reasonable costs incurred to remove the device(s), and all damage upon termination of the lease. ([§55.1-1230](#))

Domestic Violence—Right to Terminate the Lease:

A tenant who is a victim of family abuse as defined by [§16.1-228](#), sexual abuse as defined by [§18.2-67.10](#), other criminal sexual assault, stalking in violation of [§18.2-60.3](#), or trafficking in violation of [Article 3 of Chapter 8 of Title 18.2](#) may terminate their lease if:

1. The tenant has obtained a preliminary protective order under [§16.1-253.1](#) (for family abuse), OR an order of protection under [§16.1-279.1](#) (for family abuse), OR a permanent protective order under [§19.2-152.10](#) (general protective order) against the perpetrator, OR the perpetrator has been convicted of any of the above crimes against the tenant, AND
2. The tenant provides the landlord with a written notice of termination that includes copy of the order of protection OR the conviction order, warrant, summons, information, or indictment.

The lease shall be terminated 28 days after the tenant provides the landlord with the written

notice. The rent must be paid at the normal time through the effective date of the termination. ([§55.1-1236](#))

Domestic Violence—Right to Stay:

A landlord cannot terminate the lease of a victim solely due to family abuse against the tenant as defined by [§16.1-228](#) when the perpetrator is barred from the unit by the landlord under [§55.1-1246](#), OR when the tenant provides the landlord a copy of:

1. A preliminary protective order under [§16.1-253.1](#) (for family abuse), OR
2. An order of protection under [§16.1-279.1](#) (for family abuse), OR
3. An order of exclusive use of the marital residence under [§20-103\(B\)](#) (for family abuse pending divorce), OR
4. An order of protection as part of a criminal action.

([§55.1-1245](#))

Redemption (Pay & Stay):

After an unlawful detainer (eviction) lawsuit for nonpayment of rent is filed, a tenant has the right to pay to a zero balance on or before the court date and have the lawsuit dismissed. After a court issues a judgment of possession, a tenant has the right to pay to a zero balance up to 48 hours before the Sheriff's eviction and have the eviction cancelled. If the landlord has 5 or more rentals, a tenant may use these rights at any time. If the landlord has 4 or fewer rentals, the landlord may limit the tenant's use of these rights to once during the lease period if the landlord first sends a written notice of this limitation. ([§55.1-1250](#))

Fair Housing:

The tenant may have a right to file a fair housing complaint if the landlord or property manager violates the Virginia Fair Housing Law. ([§36-96.1 et seq](#), [HUD FHEO-2020-1](#))

Tenant Responsibilities

Rent:

Unless the lease says otherwise, rent is due in equal payments each month on or before the first of each month. ([§55.1-1204](#))

Late Fees:

If rent is not paid by the due date, the tenant must pay a late fee only if the lease requires one. A late fee can be no more than 10% of the monthly rent or 10% of the unpaid balance owed by the tenant, whichever is less. ([§55.1-1204\(E\)](#))

Insurance:

A tenant may be required to have and pay for renters insurance. A tenant also may be required to have and pay for damage insurance and/or a security deposit, but the total of

both the damage insurance premiums and the security deposit may not exceed two months' rent. ([§§55.1-1206, 1208](#))

Access:

A tenant must allow a landlord access to the unit at reasonable times and for practical purposes, such as maintenance, inspection, or to provide services. A tenant must allow access unless the landlords request is unreasonable. Unless impractical due to an emergency, the landlord must give 72-hours' notice of maintenance and must perform the maintenance within 14 days. If the tenant requests maintenance, notice is not required.

([§55.1-1229](#))

Maintain Fit and Habitable Premises:

The tenant must keep the rental unit as clean and safe as conditions allow and in accordance with the Uniform Statewide Building Code. The tenant must promptly notify the landlord of visible mold and use reasonable efforts to prevent moisture and mold. The tenant must promptly notify the landlord of insects or pests and must not be at fault in failing to prevent insects or pests. ([§55.1-1227](#))



Acknowledgement of Receipt of Statement of Tenant Rights and Responsibilities

In accordance with [§55.1-1204](#) of the Code of Virginia, the Landlord has provided to the Tenant and the Tenant has received the Statement of Tenant Rights and Responsibilities developed by the Virginia Department of Housing and Community Development and posted on its website (www.dhcd.virginia.gov/landlord-tenant-resources) pursuant to [§36-139](#) Code of Virginia. The Statement of Tenant Rights & Responsibilities is current as of the date below.

The statement of the tenants' rights and responsibilities was provided to the tenant on:

For property address:

The tenant:

Signed this acknowledgment of receipt of the statement of tenants' rights and responsibilities

Did not sign this acknowledgement of receipt of the statement of tenant's rights and responsibilities

_____ Landlord Signature	_____ Printed Name	_____ Date
_____ Landlord Agent (if applicable)	_____ Printed Name	_____ Date
_____ Tenant Signature	_____ Printed Name	_____ Date
_____ Tenant Signature	_____ Printed Name	_____ Date
_____ Tenant Signature	_____ Printed Name	_____ Date
_____ Tenant Signature	_____ Printed Name	_____ Date

CBS Rentals LLC
PO Box 1414 Charlottesville, Virginia 22902
434-971-9922

LEASE AGREEMENT

This is a legally binding contract: If not understood, seek competent advice before signing.

This Lease Agreement ("lease" and "agreement"), made this _____ day of _____, 2026, between CBS Rentals LLC hereinafter called "Landlord"

and _____

collectively called "Resident" (each a "tenant").

WITNESSETH

I. PROPERTY DESCRIPTION, TERM AND RENT

That in consideration of the rent reserved and the covenants and conditions of this lease, the Landlord leases and demises to the Resident, the dwelling unit known as _____, Charlottesville, Virginia 22903 (hereinafter called "the unit"), for the term commencing at **NOON** on the _____ day of _____, 2027 (the "Commencement Date") and ending at **9 A.M. (NINE O'CLOCK IN THE MORNING)** on the _____ day of _____, 2028. The Resident agrees and covenants to pay as rent during the lease term the amount of

\$ _____ U.S. Dollars, payable to CBS Rentals LLC, and mailed to CBS Rentals LLC, PO Box 1414, Charlottesville, Virginia 22902 or delivered to 120 13th St., NW, Suite #1, Charlottesville, Virginia 22903, or as Landlord otherwise designates by written notice, in equal installments of

\$ _____ U.S. Dollars, with the first installment becoming due on the **FIRST DAY OF JUNE** 2027, and the remaining installments becoming due on the first day of each succeeding month. All rental payments will first be applied to past due balances, then to late charges and then to current rent.

II. FEE DISCLOSURE STATEMENT PURSUANT TO VIRGINIA CODE SECTION 55.1-1204.1

This Fee Disclosure Statement is provided pursuant to Virginia Code Section 55.1-1204.1 and includes an itemization of all charges to the Resident that comprise (i) the security deposit, (ii) the amount of rent due per payment period pursuant to the lease period, and (iii) any additional one-time charges due prior to the commencement date of the rental agreement or that will be included in the first rental payment. Capitalized terms used in this article II have the meaning as defined in this lease. No additional security deposits or rent shall be charged unless they are listed below or incorporated into this agreement by way of a separate addendum after execution of this rental agreement. The Landlord itemizes the following charges to Resident under this lease:

- a. Rent of \$ _____ per lease term, payable in monthly installments of \$ _____ (see article I));
- b. Reservation Fee of \$ _____ due at signing of lease (to be applied toward Damage Deposit, see article III);
- c. Damage Deposit of \$ _____ to be paid and maintained as a security deposit during the term of this lease (see article III), see also (d) below in this article II;
- d. Additional Damage Deposit of \$ _____; and additional rent due of \$ _____, in equal monthly installments of \$ _____; per additional tenant, if and as applicable (see article XIII(C));
- e. Administration Fee of \$ _____ due with first rent installment prior to the commencement of the lease term as an administration set up fee for the lease;(see article III);
- f. In the event any tenant has not paid the Lease Application fee of \$45.00 prior to such tenant executing this lease, the Lease Application fee of \$45.00 will be charged for each such tenant. If a Lease Renewal Agreement Addendum is attached to this lease, the Lease Application fee is waived for each 2026-2027 CBS Rentals LLC lease tenant; (see article XIII(VV));
- g. If a Lease Renewal Agreement Addendum is attached to this lease, any balance of outstanding rental, damage, or other charges due at the end of the prior lease term carries over to the next lease term and all tenants listed on the new lease are responsible for the balance due at that time (see Lease Renewal Agreement Addendum); and
- h. The Landlord discloses the following additional charges, costs and amounts to be paid by Resident under this lease:
 - i. Monthly Trash Fee of \$ _____ during the lease term; and on cost basis for trash over the contracted weekly volume (see article XI);

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- ii. Final Cleaning Charge of \$ _____ (see article IV);
- iii. All utilities are to be paid by Resident during the lease term, including without limitation cable, internet, phone, electric, water, gas, and any other applicable utilities (see article XI), except as specifically set forth in a Certain Utilities Included Lease Addendum, if applicable under article XI. Resident is advised that third party providers may charge connection and similar fees for which Resident is responsible. If a Certain Utilities Included Lease Addendum is attached hereto, then Resident is advised that Resident shall be liable for any failure to use the utilities and utility consuming fixtures, appliances and systems in a reasonable and responsible manner as more specifically set forth in the Certain Utilities Included Lease Addendum; and

i. The Landlord discloses the following additional charges, costs and amounts that **MAY** be charged to Resident under this lease based on facts and circumstances (**PLEASE CAREFULLY READ THIS LEASE AND ALL ADDENDA AND ATTACHMENTS HERETO, IN THEIR ENTIRETY TO BEST UNDERSTAND CHARGES AND COSTS RESIDENT MAY INCUR UNDER THIS LEASE OR APPLICABLE LAW, AND IN THE EVENT OF ANY BREACH OR DEFAULT BY RESIDENT UNDER THIS LEASE**):

- i Resident will be responsible for any fee charged by a third party to process a payment by electronic payment (see article VIII);
- ii 7% of total monthly rent as a late charge if any installment of rent is late; except, if tenants pay by individual checks/EFTs as permitted by article VIII(C), then \$75 as a late charge for each tenant who pays late (see article VIII);
- iii \$50 processing charge per returned or rejected check/EFT (see article VIII);
- iv Administrative charge of \$300 per occurrence and damages suffered by Landlord on account of a violation of (a) the prohibition that neither the Resident, nor any tenant, nor any guest(s) be on the roof (see article XIII(I)), or (b) the prohibition against smoking (including without limitation pipe, cigar, or cigarette of any kind, or any other lighted smoking equipment);
- v Administrative charge equal to the amount of the Damage Deposit under the lease plus \$300 per occurrence and any actual damages for a violation of the prohibition against pet(s) (see article XIII(N));
- vi Administrative charge of \$1,000.00 per occurrence and any actual damages if Resident violates the prohibition on lithium-ion battery(ies), lithium-ion battery chargers, or e-scooter, e-bike, hoverboard, or similar device incorporating a lithium-ion battery (see article XIII(UU));
- vii In the event of a sublet, a sublet charge of one half of one month's rent (not applicable to summer sublets); and Resident is responsible for all costs associated with a sublease (see article XXI);
- viii An administrative charge of one half of one month's rent for each unauthorized sublet occurrence and Resident is liable for any charges for repairs or damages (see article XXI);
- ix An administrative charge of \$300.00 for any Change of Tenant (see article XXI);
- x If the Landlord and/or the City determines that the unit/yard/property is unsightly, overgrown, etc., Landlord will correct and charge to Resident as permitted by applicable law (see article XIII(T));
- xi In the event the City issues any notice of violation, Resident will be charged an administrative charge of \$50.00 for each such notice (see article XXII(E));
- xii Broken windows, screen, and doors will be replaced at Resident's expense as permitted by applicable law (see Article XIII(Y));
- xiii If Landlord observes missing batteries and/or broken or missing alarms/detectors in the unit, Landlord will replace/repair the same and Resident will be charged for labor, materials, and overhead for each occurrence (see article XIII(II));
- xiv If cars are parked on any part of yard, cars will be towed at car owner's expense and Resident will be charged for any yard/landscaping repair (see article XIII(DD));
- xv Any damages to property caused by any tenant, guest of any tenant, unknown parties, or vandalism are charged to Resident as permitted by applicable law (see article XIII(X));
- xvi Any extermination is the responsibility of the Resident at Resident's cost as permitted by applicable law (see article XIII(HH));
- xvii For a lockout after hours, Resident may call a locksmith at Resident's cost (see article XXII(C));
- xviii Resident is responsible for all damage caused to the unit or other property as a result of the violation of this lease by, willful misconduct of, or negligence of Resident or any of Resident's guests, occupants, visitors, and invitees, and shall be responsible for repair and replacement, and the costs thereof, of any damage caused thereby, regardless of whether the breakage or damage was caused by act or omission, voluntarily or involuntarily, or from vandalism, as permitted by applicable law (see article XV);
- xix If the unit is not vacated by the end of this lease, the Resident will be liable for Landlord's actual damages (including but not limited to the rental value), reasonable attorney's fees, and court costs. Resident acknowledges that any delay in vacating will cause Landlord to incur an estimated \$225.00 per day in costs. Any delay may also result in the unit being unavailable for subsequent tenants and cause Landlord additional damages (see article XXIII);

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- xx In the event of a default by Resident, in addition to other rights or remedies, the Resident shall be liable to the Landlord for the following: **(A)** for all installments of rent and other charges for the remainder of the lease term subject to a credit of the net amount of rent the Landlord may receive if he should rent the unit to a third party; **(B)** for all expenses incurred by the Landlord in re-renting the unit, including, but not limited to, advertising, cleaning, repairing, and redecorating expenses; **(C)** for any and all other actual damages suffered by Landlord; and **(D)** for the Landlord's cost and expenses of enforcing this lease or collecting unpaid rent or other charges under this lease which may be incurred from time to time, including, but not limited to, a \$75 processing charge for each warrant or summons for collection and, to the extent permitted by applicable law, reasonable attorney's fees (see article XIX);
- xxi Repairs to the unit or other property and other work necessitated by Resident's occupancy are charged to Resident as follows: (i) if made during regular business hours by Landlord then labor at \$70.00 per hour plus materials, plus overhead of 25% of material and labor, with a minimum charge of one hour (ii) after regular business hours, Landlord labor shall be \$125.00 per hour, plus overhead of 25% of material and labor, with a minimum charge of one hour; or (iii) if a subcontractor of the Landlord makes such repairs, the charge is the amount invoiced, plus 25% overhead. (see article V, XIII and XVII);
- xxii Resident must leave utilities on in the unit 7 full business days after the lease end date; and if Landlord has to reconnect any utility to the unit, Resident will be assessed administrative charges of \$300.00 per utility (see article XXII(B));
- xxiii Final Cleaning Charge does not cover "excessive cleaning and/or damage" (see article XXII(A)). The cost of any excessive cleaning and/or damage will be the responsibility of and billed to Resident in addition to the Final Cleaning Charge and any other charges, and may be deducted from the Damage Deposit. Below are some of the **AVERAGE OR MINIMUM** charges that may be billed:

Excessive cleaning	\$250 minimum	Broken windows/screens/blinds, each	\$87.50-\$400.00
Removal of trash per load to dump	\$375 minimum	Replace interior light bulbs, each	\$8.25-\$20.00
Repair/paint walls, per room	\$90-\$650.00	Replace keys/fobs, each	\$75.00
Remove hair/debris from tub/sink drains	\$90.00	Replace carpet, per room	\$450-\$850
Replace smoke alarm/detector	\$90.00	Replace broken door/jamb	\$300-\$750 each

(see Resident Covenants);

- xxiv If damage to the property by fire or otherwise is caused by any violation of this lease by the Resident or by any deliberate or negligent act or inaction of the Resident, or the agents, visitors, or licensees of the Resident, no option to terminate by Resident shall exist, unless required by applicable law, and Resident shall be liable for the rent accruing or what would have accrued during the unexpired term of this lease, without abatement, and for Landlord's damages (see article XXV); and
- xxv Any other fees, charges, costs, damages, or amounts of any kind as may be set forth in this lease and permitted by applicable law, as such lease may be renewed, amended or modified by the parties pursuant to this lease, and such other amounts as may be permitted by applicable law;

The description of charges set forth above does not anticipate nor necessarily include any and all charges Resident may bear responsibility for in the event of a breach or default by Resident under this lease. Such charges may include but are not limited to late charges, administrative or other charges for violations of this lease, damage charges, attorneys' fees, court costs, and other costs incurred in the event of Resident's breach or default under this lease. The tenants named as Resident shall be jointly and severally liable under this lease including without limitation for all amounts of any kind described in this article II. This article II contains a description of charges under this lease and does not amend the provisions of this lease.

PLEASE CAREFULLY READ THIS LEASE AND ALL ADDENDA AND ATTACHMENTS HERETO, IN THEIR ENTIRETY TO BEST UNDERSTAND CHARGES AND FEES RESIDENT MAY INCUR UNDER THIS LEASE OR APPLICABLE LAW, AND IN THE EVENT OF ANY BREACH OR DEFAULT BY RESIDENT UNDER THIS LEASE.

III. ADMINISTRATION FEE AND DAMAGE DEPOSIT

(A) A charge of \$_____ (the "Administration Fee") shall be paid by Resident (not per tenant) under the lease to Landlord due with the first rent installment prior to the commencement of the lease term as an administration set up fee for the lease. The Administration Fee is fully earned by Landlord upon the execution of the Lease by Landlord.

(B) A deposit in the amount of \$_____ U.S. Dollars shall be paid and maintained by the Resident and held by the Landlord during the term of this lease as a security deposit (together with any additional damage deposit required under article XIII(C), the "Damage Deposit") and to insure the performance by the Resident of all the terms of this lease. A Reservation Fee received by CBS Rentals LLC at signing of lease is applied to Damage Deposit on the first day of lease term. Notwithstanding the foregoing, the Damage Deposit required shall be limited to no more than the following: twice the monthly rent, such rent to include any additional rent charged under article XIII(C)). During and at the end of this lease term, the Landlord reserves the right to make all repairs to the unit or other property (including, but not limited to, pest extermination, cleaning, removing trash, replacement of smoke/carbon monoxide alarms/detectors, batteries, light bulbs and painting), reasonable wear and tear

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excepted, as necessitated by the Resident's occupancy of the unit. After deductions for these repairs as permitted by applicable law, past due balances, accrued rent, charges for late payment of rent as set forth below, the Final Cleaning Charge set forth below, and other amounts due to the Landlord under this lease, or otherwise permitted by applicable law, the Landlord will return by one check payable to Resident and sent to a forwarding address provided by any tenant, within forty five (45) days following the end of this lease term and vacation of the unit, the balance of the Damage Deposit, if any, plus any accrued interest as required by law, together with an itemized statement of such amounts and any damages to the unit. The Resident cannot use any part of this Damage Deposit as payment of any rent due under this lease.

IV. FINAL CLEANING CHARGE

Resident agrees to pay Landlord a charge of \$ _____ U.S. Dollars (the "Final Cleaning Charge") upon the termination of this lease and Landlord is authorized to deduct the Final Cleaning Charge from the Damage Deposit. Landlord agrees to accept the Final Cleaning Charge in lieu of requiring Resident to hire a professional cleaner to provide end of lease cleaning, and in exchange for the Final Cleaning Charge, Landlord agrees to be responsible for certain end of lease cleaning as more particularly set forth below in **article XXII(A)**.

V. COST OF REPAIRS

If employees of the Landlord perform work or make repairs to the unit or other property necessitated by Resident's occupancy, as set forth in this lease, the charge shall equal the Landlord's cost of labor at \$70.00 per hour plus materials, plus overhead of 25% of material and labor, with a minimum charge of one hour, during regular business hours. Weekends, holidays, and after regular business hours (collectively, "after hours"), labor shall be at a cost of \$125.00 per hour, plus overhead of 25% of material and labor, with a minimum charge of one hour (the "after hours rates"). If a contractor or subcontractor of the Landlord performs such work or makes such repairs to the unit or other property, the charge will be the amount invoiced, plus 25% overhead. Without limitation, if Landlord must do work or make repairs to the unit or other property (including but not limited to extermination, cleaning, removing trash, unclogging waste pipes and toilets, replacement of smoke/carbon monoxide alarms/detectors, batteries, light bulbs, painting, mowing, yard work, and maintenance work) during the term of this lease due to negligence, abuse, misconduct, breach of any covenant of this lease, or any damages to property caused by Resident, Resident's guest, unknown parties, or vandalism, the cost of such work, repairs or maintenance performed by Landlord, its contractors or subcontractors will be billed to Resident as permitted by applicable law at the aforementioned rates and be due as additional rent on the next day when monthly rent is due.

VI. JOINT AND SEVERAL LIABILITY

The tenants named as Resident shall be jointly and severally liable for all terms, covenants, and conditions of this lease.

VII. TENANT PRIVACY/THIRD PARTY INFORMATION

Landlord does not provide information pertaining to the unit, the lease, or Resident's account to anyone other than the tenants named as Resident, except in accordance with applicable law. Resident is responsible for communicating to Landlord all matters related to the lease and maintenance of the unit. Landlord may refuse to accept maintenance requests, inquiries regarding rent payments, security deposit refunds, or other communications about similar issues regarding a particular lease from anyone other than a tenant.

VIII. RENT PAYMENTS AND LATE CHARGES

(A) Rent is due before or on the **FIRST** of each month and shall be paid by check drawn on a U.S. financial institution (which may be processed by Landlord as an electronic fund transfer in accordance with applicable law), by money order, or, if available, by electronic fund transfer via such online service as Landlord may designate by written notice from time to time (collectively "check/EFT"). Resident will be responsible for any fee charged by a third party to process a payment by electronic payment. If Resident fails to pay rent in full prior to the end of the fifth (5th) day of any month, the Resident agrees to pay the Landlord 7% of total monthly rent as a late charge, subject to (H) below.

(B) Landlord requires rent to be paid with one check/EFT per Resident.

(C) If more than one tenant is named as Resident, as an accommodation to Resident, Landlord will accept rent paid with individual tenant checks/EFTs, under the following conditions:

1. Resident is responsible for tracking individual payments, late charges, etc. Landlord has no obligation to compute amounts owed by individuals.
2. Landlord reserves the right to refuse individual checks/EFTs and require Resident to pay with one check/EFT at any time during the lease term if the account becomes delinquent or Resident fails to properly manage the account.
3. Resident agrees that the failure of one tenant to pay the pro rata rent prior to the end of the fifth (5th) day of the month, shall result in the Landlord charging the Resident \$75.00 as a late charge for each of the tenants who fails to pay prior to the end of the fifth (5th) day of the month, subject to (H) below.

(D) Late charges shall also be incurred if payment is not received on time by the Landlord because of Resident's or any tenant's check/EFT being returned to Landlord or rejected for any reason. In addition, there is a processing charge of \$50.00 per returned or rejected check/EFT, as well as the Landlord's bank charges for the returned or rejected check/EFT.

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- (E) Notwithstanding the foregoing, if Resident's or any tenant's check/EFT is returned to Landlord or rejected for any reason, at Landlord's option, Landlord reserves the right to no longer accept Resident's or such tenant's personal check/EFT and may require payment by cash, cashier's check or money order, as permitted by applicable law.
- (F) At the end of the lease, all unpaid charges as set forth in A, B, C, D & E above shall be deducted from the entire Damage Deposit.
- (G) Landlord has no responsibility to notify Resident of late fees and past due rent. Due to processing time for late fees and other charges, accounts may not accurately reflect balances until the tenth (10th) of the month.
- (H) No late charge for rent shall exceed the lesser of 10 percent of the monthly rent or 10 percent of the remaining balance due and owed by Resident.

☐ Resident agrees to pay monthly rent with one check/EFT. Resident acknowledges that online payment may not be available for the first month's rent payment.

☐ Resident prefers to pay monthly rent with individual checks/EFTs. Resident acknowledges that online payment may not be available for the first month's rent payment.

IX. INSPECTION UPON TERMINATION

The Resident has the right to be present at the inspection of the unit at the end of the lease term. If the Resident desires to be present, he/she shall advise the Landlord in writing at least two weeks before the lease end date. All inspections with Resident shall be completed no later than the end of the lease term. Landlord strongly encourages Resident to be present at the Move-Out Inspection.

X. RIGHTS OF OCCUPANCY

The Landlord agrees that the Resident shall have, so long as he performs all conditions and agreements set forth in this lease, subject to applicable law and the terms of this lease, the right to occupy the unit free from any and all rights and demands of the Landlord except as herein specifically provided.

XI. UTILITIES AND TRASH REMOVAL

(A) All utilities are Resident responsibility and shall be connected by Resident at the commencement of the lease term except and unless otherwise specifically provided in a Certain Utilities Included Lease Addendum to this lease. If no Certain Utilities Included Lease Addendum is attached to this lease, then no utilities are provided by Landlord and all utilities are Resident responsibility. The Landlord furnishes no utilities except as specified in that Certain Utilities Included Lease Addendum, if applicable.

(B) If trash removal is not included in that Certain Utilities Included Lease Addendum, or if no Certain Utilities Included Lease Addendum is attached to this lease, then trash removal from the property is Resident responsibility. The Landlord contracts for trash collection at certain properties for a monthly fee of \$_____, which shall be paid by Resident and deemed as additional rent if trash removal is not included in that Certain Utilities Included Lease Addendum or if no Certain Utilities Included Lease Addendum is attached to this lease. In any event, any trash over contracted weekly volume of _____ gallons, will be billed to Resident on a cost basis. Resident is _____ to use Landlord's contracted trash collector. Trash collection provided by Landlord is for normal household waste only and must comply with requirements and guidelines of the contracted service.

(C) Landlord is not responsible for maintaining or installing any internet lines, telephone lines, cable lines or outlets.

(D) Residents in some duplexed dwelling units, where there is one meter, will share utility expenses (gas, sewer, water, and/or electricity) by dividing cost by the number of tenants in entire dwelling (or as they otherwise agree), to be handled among the tenants.

(E) The City of Charlottesville storm water utility fee, shall be shared by all of the residents of the property on a prorated basis by dividing the fee by the number of tenants in the property, from and after such time as billing is implemented by Landlord, in Landlord's sole discretion.

(F) To the extent permitted by applicable law, Landlord shall not be liable for any interruptions, surges, or failures of any utility services in the unit or the property, or for any damages directly or indirectly caused by such interruptions, surges or failures. Resident shall comply with all rules and regulations of the cable television, telephone, and internet service providers. Landlord shall not be required to take any action if Resident's cable television, telephone, or internet service is interrupted for any reason, and Resident shall directly contact the applicable provider for all concerns regarding the connection, reception, operation, or repair of such services. This Section survives the expiration or termination of the Contract.

(G) Resident covenants to use in a reasonable manner all electrical, plumbing, sanitary, heating, ventilating, air conditioning and other facilities and appliances in the unit and at the property. Resident shall be responsible for notifying Landlord of any maintenance concerns in a timely manner. Without limitation, failure to do so could result in Resident being responsible for any additional utility costs and/or damages resulting from the unreported problem.

XII. PARTY CLAUSE

Resident specifically covenants that Resident shall not allow, at any one time, more than two (2) times the number of tenants on or in the property, including but not limited to on or in the unit, deck/patio/porch, yard(s), and/or grounds of the property, and Resident shall not overload or otherwise use or allow the use of any deck/patio/porch or similar structure in an unsafe manner. Resident recognizes that breach of this covenant is a default and a breach of this lease and Landlord shall have all the remedies set forth below.

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XIII. RESIDENT COVENANTS

The Resident agrees and covenants to **(A)** pay the rent when due; **(B)** not use the unit in any manner other than as a residence unless prior written consent of the Landlord is obtained; **(C)** that no more than _____ persons shall occupy the unit; If a _____ tenant is added, there will be an additional Damage Deposit due of \$ _____, and an additional rent due of \$ _____, in equal monthly installments of \$ _____. Occupancy by any person other than Resident for more than seven (7) calendar days consecutively, or fourteen (14) calendar days in the lease term, without prior written consent from Landlord, will constitute a violation of this provision; **(D)** that no painting shall be done; **(E)** that no changes shall be made to the unit, fixtures, locks or appliances; **(F)** that no signs, wires, television, or radio antennas, or other materials shall be hung on or attached to the unit, any deck/patio/porch, or any other part of the property, and that no air conditioners or heaters may be installed; **(G)** that the Resident shall bear the cost of unclogging waste pipes and toilets due to unintentional, intentional or negligent conduct of the Resident. The Landlord will charge for this work as set forth in article V; **(H)** that the unit will be returned in as good condition as when delivered to Resident, less reasonable wear and tear, and that the Resident will comply with all the provisions of this lease and Landlord's Move Out Letter when vacating the unit; **(I)** that Resident will not be allowed on any roof on the property and will not allow their guests on any roof on the property; disregard for this regulation is grounds to terminate lease. Resident acknowledges that this prohibition is imposed for protecting the safety and welfare of Resident and their guests, as well as preventing compromise of the structure and integrity of the roofs. Resident further acknowledges that Landlord will incur administrative and other costs as a result of violation of this prohibition and agrees to pay Landlord an administrative charge in the amount of \$300.00 per occurrence, and, in addition, any actual damages suffered by Landlord. Such charge will be billed to Resident and be due as additional rent on the next date when monthly rent is due; **(J)** storage attics are not to be used or accessed by Resident; **(K)** basement rooms and bedrooms are not to be considered watertight and sometimes take on water during heavy rains; **(L)** Resident is responsible for replacing fuses, light bulbs, switching on circuit breakers and lighting pilot lights in stove, furnace and hot water heaters; **(M)** Resident is responsible for all water pipes, heating pipes, radiators, and boiler if they freeze due to Resident negligence. Resident agrees to keep thermostat set above 60 degrees to prevent freezing of pipes; **(N)** No animals or pets (all of the foregoing hereinafter collectively "pets", any one a "pet") of Resident or their guests are allowed in or on the unit or any other portion of the property under any circumstance; any pet must be removed from the unit and the property immediately. Disregard for this regulation is grounds to terminate lease. Resident acknowledges that this prohibition is imposed for purposes of protecting the health and safety of residents, including keeping the property odor and pest free, as well as preventing damage to the property. If there is evidence of a prohibited pet, the Landlord will have the unit exterminated and such work will be charged to Resident as set forth in article V. Resident further acknowledges that Landlord will incur administrative and other costs as a result of violation of this prohibition and agrees to pay Landlord an administrative charge equal to the amount of the Damage Deposit under this lease plus \$300.00 per occurrence, and, in addition, any actual damages suffered by Landlord. Such charge will be billed to Resident and be due as additional rent on the next day when monthly rent is due; **(O)** that no illegal drugs, including but not limited to marijuana prohibited by federal law, or negligent conduct of the Resident is permitted at the unit/property; **(P)** that nothing shall be done by Resident or his invitees and guests, which, in the reasonable judgment of the Landlord, shall (i) disturb or affect the use and enjoyment of other rental tenants or others about the property, (ii) be harassing or abusive to other rental tenants or others about the property, or (iii) threaten the health, safety or welfare of other rental tenants or others about the property; **(Q)** no waterbeds allowed; **(R)** no hot tubs or pools allowed in or on the unit or any other portion of the property, **(S)** not to use or occupy or permit the unit or any other portion of the property to be used or occupied in a manner (i) which will in any way violate any applicable law or regulation affecting the unit or the property, (ii) which will cause a safety hazard and/or an increase in Landlord's casualty insurance premiums, (iii) which will cause or be likely to cause structural damage to the unit or any other portion of the property, or (iv) which will constitute a public or private nuisance; **(T)** Resident is responsible for (houses) the trimming of the bushes, mowing of yards, (houses and apartments) trash and litter in the hallways, yards, and parking areas. If the Landlord and/or the City determines that the unit, yard, or any other portion of the property is unsightly (trash), overgrown, or yard needs mowing, Landlord will have it done and such work will be charged to Resident as set forth in article V; **(U)** Grills (of any type) are not allowed in or on the unit or any other portion of the property; **(V)** Resident must comply with all City of Charlottesville Code ordinances and regulations ("City Code") and with all applicable state and federal law, including but not limited to the obligations of tenants under the Virginia Residential Landlord and Tenant Act; **(W)** Resident understands that unit occupancy is regulated by number listed in lease (#C) and that this does not mean that all persons have individual bedrooms. Resident understands that Landlord has leased the unit to the number of tenants listed in #C, and rooms can be used at Resident's discretion in compliance with City Code; **(X)** any damages to property caused by any tenant, guest of any tenant, unknown parties, or vandalism will be charged to Resident. Without limitation, replacement cost and labor will be charged for antique mantles, windows, etc. as set forth in article V; **(Y)** Broken windows, screens and doors will be replaced immediately by Landlord, and such work will be charged to Resident as set forth in article V; **(Z)** Resident must keep any deck/patio/porch, exterior door track/threshold, interior drains, and window wells clean and unobstructed; **(AA)** a walk-thru room is not to be used as a bedroom; **(BB)** furnace rooms and utility (closets) are not to be used for any Resident storage (keep empty); **(CC)** Resident is responsible for snow/ice removal (sidewalks, parking areas); **(DD)** no parking on any yard or part of yard. If found, cars will be towed at car owner's expense and, without limitation, Resident will be charged for any yard/landscaping repair as set forth in article V; **(EE)** individual bedroom keys (for room locks) are supplied only if in place and functioning at check-in, room locks are not supplied by Landlord and cannot be installed without Landlord's written permission; **(FF)** Fireplaces are decorative only and may not be used; **(GG)** Resident shall not engage in any practice that encourages the infestation of the unit or other areas by rats, roaches, ants, flies, bedbugs or other vermin; **(HH)** any extermination of bugs, rodents, fleas, etc. is the responsibility of the Resident

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as permitted by applicable law. Landlord will charge Resident as set forth in article V if this has to be performed during the lease term or as part of turn-over after Resident's lease ends; **(II)** Resident shall maintain all smoke alarms/detectors and carbon monoxide alarms/detectors (if provided) in proper working order during the lease term. If Landlord or Landlord's staff observe missing batteries in alarms/detectors and/or broken or missing alarms/detectors in the unit, Landlord will replace the batteries and/or install new alarms/detectors immediately and Resident will be charged as set forth in article V for each occurrence. See the condition report provided at move-in to determine whether carbon monoxide alarms/detectors are provided in the unit; **(JJ)** Resident must use protective carpeting to cover 75% of all hardwood floors, especially in high traffic areas; **(KK)** Landlord may allow renewal if a new lease is signed by September 10, 2027. Landlord has no obligation to allow renewal and reserves the right to refuse renewal in Landlord's sole discretion; **(LL)** Resident will have _____ assigned parking spaces; no other parking is provided under this lease; **(MM)** Parking is at Resident's own risk. Landlord is not responsible for loss or damages to any vehicles; **(NN)** Parking spaces are a standard size and might not accommodate some vehicles; **(OO)** Dart boards are strictly prohibited; **(PP)** Cinderblocks are not permitted in or on the unit or any other portion of the property; **(QQ)** internet, phone and cable wiring must be installed according to City Code, and any such installation shall require Landlord's prior written consent; **(RR)** Resident shall give notice to Landlord of any anticipated extended absence in excess of seven (7) days. Landlord shall have no obligation to check on the unit during any period of absence by Resident; **(SS)** Candles are not permitted; **(TT)** Smoking (including without limitation pipe, cigar, or cigarette of any kind, or any other lighted smoking equipment) is not permitted in or on the unit or in any other building areas, including but not limited to balconies, porches, hallways, stairwells, foyers, and parking garages, or within twenty-five (25) feet of any building entry door. Resident further acknowledges that Landlord will incur administrative and other costs as a result of violation of this prohibition and agrees to pay Landlord an administrative charge in the amount of \$300.00 per occurrence, and, in addition, any actual damages suffered by Landlord. Such fee will be billed to Resident and be due as additional rent on the next date when monthly rent is due; **(UU)** for safety purposes, that Resident will not be allowed to keep or store in or about the unit or any building any lithium ion battery(ies), lithium ion battery charger, or e-scooter, e-bike, hoverboard, or similar device incorporating a lithium ion battery, and further Residents will not allow their guests to do so; disregard for this regulation is grounds for Landlord to terminate lease. Resident acknowledges that this prohibition is imposed for protecting the safety and welfare of Resident and their guests and any other tenants of the property, as well as preventing compromise of the structure and preventing fire. Resident further acknowledges that Landlord will incur administrative and other costs as a result of violation of this prohibition and agrees to pay Landlord an administrative charge in the amount of \$1,000.00 per occurrence, and, in addition, any actual damages suffered by Landlord. Such fee will be billed to Resident and be due as additional rent on the next date when monthly rent is due. Notwithstanding the foregoing provisions of this article XIII(UU), subject to all other provisions of this lease, lithium ion batteries used or installed in normal small home electronics (smartphones, laptops, smoke detectors, and similar devices) are permitted; provided that Resident shall ensure at all times that such batteries, devices, and associated chargers, are in good working condition and are handled and maintained in accordance with good practices and manufacturer specifications; **(VV)** In the event any tenant has not paid the Lease Application fee of \$45.00 prior to such tenant executing this lease, the Lease Application fee of \$45.00 will be charged to Resident for each such tenant. If a Lease Renewal Agreement Addendum is attached to this lease, the Lease Application fee is waived for each 2026-2027 CBS Rentals LLC lease tenant.

XIV. MOLD AND MILDEW

Resident acknowledges that it is necessary for Resident to, and Resident shall, provide appropriate climate control, keep the unit clean, prevent the accumulation of moisture, and take other reasonable measures to control and prevent the growth of mold and mildew in the unit. Resident agrees to clean and dust the unit on a regular basis and to remove visible moisture accumulation on the windows, walls and other surfaces as soon as reasonably possible. Resident agrees not to block or cover any of the heating, ventilation or air conditioning ducts in the unit. **Resident shall keep any dehumidifier provided or installed by Landlord in continuous operation.** Resident agrees to **immediately report to Landlord:** **(A)** any evidence of a water leak or excessive moisture in the unit, as well as any storage room or other area of the property; **(B)** any evidence of mold-or mildew-like growth that Resident is unable to remove by simply applying a common household cleaner and wiping the area; **(C)** any failure or malfunction in any heating, ventilation, air conditioning, laundry or dehumidifier systems or appliances in the unit or any other area of the property; and **(D)** any inoperable doors or windows. Resident further agrees that Resident shall be responsible for damage to the unit and Resident's property as well as injury to tenants and others resulting from Resident's failure to comply with the terms of this clause.

XV. RENTER'S INSURANCE

Resident is responsible for all damage caused to the unit or other property as a result of the violation of this lease by, willful misconduct of, or negligence of Resident or any of Resident's guests, occupants, visitors, and invitees, including but not limited to fire and glass breakage, and shall be responsible for repair and replacement of any damage caused thereby, regardless of whether the breakage or damage was caused by act or omission, voluntarily or involuntarily, or from vandalism. Resident may wish to obtain renter's insurance to provide liability coverage for the Resident and property coverage for the Resident's personal property. For Resident's own protection, Landlord strongly urges Resident to obtain renter's insurance containing fire, property and personal liability coverage. The Resident agrees and understands that Landlord does not maintain any insurance on any furnishings or personal property in the house/apartment that are not owned by Landlord. Landlord shall not be liable to Resident or any other person who suffers personal or bodily injury, death, or property damage on or about the unit or the property, except to the extent expressly provided by law. Resident shall promptly notify

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Landlord if any person suffers personal or bodily injury, death, or property damage on or about the unit or property. Resident shall be responsible for all deductibles and other amounts related to any insurance Resident acquires.

XVI. LIABILITY OF LANDLORD

Landlord is not liable for any injury, damage, or rent rebate to persons or property either caused by or resulting from falling plaster or sheetrock, fire, smoke, dampness, overflow or leakage upon or into property of water, rain, snow, ice, sewage, steam, gas, or electricity or by any breakage in or malfunction of pipes, plumbing fixtures, air conditioners, appliances, or leakage, breakage or obstruction of said pipes, nor for any injury, damage, or rent rebate from any other cause, unless required by applicable law or if such injury or damage shall be the direct result of willful misconduct or gross negligence of Landlord; and Resident shall give prompt notice to Landlord of any of the foregoing occurrences in writing, however caused.

XVII. LANDLORD'S RIGHT TO ENTER AND MAINTAIN

It is further understood and agreed that Landlord and Landlord's designated agents, employees, and contractors shall have the right to inspect the unit at reasonable times, to make repairs and improvements thereto, and to do other work necessary or convenient for proper maintenance and improvement of the unit and other parts of the building and property. Landlord only provides after hours maintenance at after hours rates (and other charges, such as for contractors, may apply as set forth in article V) and Resident will be charged after hours rates for non-emergency calls made to the emergency number. The unit may, during normal business hours, be shown to prospective residents, contractors, purchasers and mortgagees. Resident understands and acknowledges that during the lease term, Landlord reserves the right to build additions to existing structure(s) or to build additional structure(s) on the property, and that such construction will create noise disturbance. Construction work usually begins at 6AM. Certain apartments contain access doors to roof or other building areas and Resident understands and agrees that Landlord's staff may enter these apartments in order to service the HVAC units for the building or to provide general building maintenance. Certain apartments are located in buildings with lobbies, hallways, and/or other interior areas that are used in common by Resident, other tenants, Landlord and others. Resident acknowledges that Landlord may, but shall be under no obligation to, provide access to such areas to law enforcement, delivery persons, contractors, and others, including but not limited to providing access devices/codes/keys, in Landlord's sole discretion. Landlord may, but shall be under no obligation to, operate video cameras in and on parking areas, house porches, and other areas outside the unit (including but not limited to hallways, storage areas and exterior grounds) from time to time. Landlord may monitor video cameras and may make video camera footage in Landlord's possession available to law enforcement and others, as Landlord deems appropriate, provided that Landlord shall be under no obligation to do so in the absence of proper legal process. Resident acknowledges that requests for review of video camera footage may result in substantial time and expense incurred by Landlord and should only be made in serious situations. The Landlord may enter the dwelling unit without notice or consent of the Resident in case of emergency or as otherwise permitted by applicable law. Except in case of emergency or if it is impractical to do so, the Landlord shall give the Resident notice of Landlord's intent to enter and may enter only at reasonable times and unless impractical to do so, the Landlord shall give the Resident at least 72 hours' notice of routine maintenance to be performed that has not been requested by the Resident. Such routine maintenance shall be performed within 14 days of delivery of the notice to the Resident, and the notice shall state the last date on which the maintenance may possibly be performed. If the Resident makes a request for maintenance, the landlord is not required to provide notice to the Resident.

XVIII. DEFAULT

The Landlord may deem any of the following circumstances as a default and breach of this lease by the Resident: **(A)** failure to pay rent by the fifth (5th) day of the month in which such payment is due; **(B)** any violation of, or failure by Resident to perform, any other covenant, condition, or provision of this lease; **(C)** the Resident's denial of any of the Landlord's rights reserved under this lease; **(D)** any abandonment, desertion, or vacating of the unit by the Resident; **(E)** any illegal use of the unit or any other portion of the property by the Resident; **(F)** failure to vacate the unit upon expiration of the lease term; and **(G)** any information provided to Landlord in the lease application of any tenant, or by any guarantor (if applicable), is false, inaccurate or misleading.

XIX. RIGHTS OF LANDLORD UPON DEFAULT

In the event of default by the Resident, in addition to Landlord's other rights and remedies, the Landlord may, by written notice to the Resident, terminate this lease, and no longer shall the Resident have any right to occupy the unit. Additionally, the Resident shall be liable to the Landlord for the following: **(A)** for all installments of rent and other charges for the remainder of the lease term subject to a credit of the net amount of rent the Landlord may receive if he should rent the unit to a third party; **(B)** for all expenses incurred by the Landlord in re-renting the unit, including, but not limited to, advertising, cleaning, repairing, and redecorating expenses; **(C)** for any and all other actual damages suffered by Landlord; and **(D)** for the Landlord's cost and expenses of enforcing this lease or collecting unpaid rent or other charges under this lease which may be incurred from time to time, including, but not limited to, a \$75 processing charge for each warrant or summons for collection and, to the extent permitted by applicable law, reasonable attorney's fees.

XX. RIGHTS OF RESIDENT

In the event of default by the Landlord, in addition to Resident's other rights and remedies, if required by applicable law Landlord shall be liable to the Resident for the Resident's reasonable costs and expenses of enforcing this lease, including, but not limited to, to the

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extent required by applicable law, reasonable attorney's fees. To the fullest extent allowed by applicable law, and provided Landlord exercises reasonable diligence, Landlord will not be in default under this lease as a result of any delay or prohibition due to public health emergency, labor or material shortages, acts of government, civil unrest or terrorism, natural event, failure of electricity, or similar circumstances beyond the reasonable control of Landlord.

XXI. SUBLEASE AND ASSIGNMENT

Landlord recognizes that Resident plans can and do change unexpectedly and that it may be necessary to vacate a unit prior to or during the lease. Landlord will permit Resident to sublet the unit under the following terms and conditions: **(A)** The subletting party (Sublessee) must complete an application and be approved by Landlord. **(B)** A sublet charge of one half of one month's rent is paid to Landlord for the sublet. No sublet charge will be assessed for a single summer sublet handled by the Resident so long as all other terms and conditions herein are met. **(C)** Resident shall remain liable in addition to the Sublessee for the performance of all terms and conditions of the lease. Any violation of the lease shall be the joint and several responsibility of both the Resident and the Sublessee. **(D)** The Damage Deposit of the Resident will be returned at the end of the lease to Resident in accordance with the terms of this lease. Resident and Sublessee(s) will be solely responsible for any Damage Deposit arrangements made among themselves. **(E)** Landlord assumes no responsibility for the subleasing of this lease or unit. **(F)** All costs, including advertising associated with a sublease, are the responsibility of Resident. Landlord shall not be responsible for cleaning or redecorating related solely to transfer of occupancy to a Sublessee. **(G)** The Landlord does not permit, under any circumstances, subletting of the unit for a period of less than one month (hereinafter "short-term sublets") to include, by way of example, short-term sublets through such online host platforms as Airbnb and Stay Charlottesville. Any advertisement for or actual short-term sublet of the unit shall be grounds for termination of this lease. **(H)** In the event of any unauthorized sublet, Resident shall pay an administrative charge of one half of one month's rent for each such occurrence to the Landlord and shall further be liable for any charges for repairs or damages resulting from the same. Resident may assign this lease, including an assignment by less than all of the tenants (a "Change of Tenant"), only with the prior written consent of Landlord, which may be granted or withheld in Landlord's sole discretion, a charge may be assessed for any assignment, and no tenant shall be released from the obligations of this lease unless expressly agreed in writing by Landlord. Without limiting the foregoing, there will be an administrative charge of \$300.00 for any Change of Tenant, and Landlord's application procedures and fees shall apply to any new tenant.

XXII. OTHER TERMS AND CONDITIONS

(A) The Resident shall vacate the unit, upon termination of this lease, in compliance with all provisions of this lease and shall perform the following immediately prior to vacating the unit: remove all trash, furniture, personal property, cleaning supplies, etc. from the unit and all exterior areas (please note: only normal, household trash items are permitted in Landlord-provided trash cans or dumpster); broom sweep balconies/porches/patios; broom sweep all wood/vinyl/tile surfaces; wipe down interior and exterior of all appliances, including washer/dryer; remove all items from cabinets/closets and wipe down surfaces; wipe down all showers/tubs, toilets and sinks; vacuum all carpets, remove all food/product buildup and spills from surfaces. In exchange for the Final Cleaning Charge, Landlord shall be responsible for the following end of lease cleaning: steam cleaning carpets (not to include stain or spot removal or any damage); cleaning vents and Landlord's heating and cooling equipment; mopping floors (where applicable); final cleaning of appliances (not to include scrubbing, scraping of food or spills, or similar); final cleaning of all surfaces, including countertops, cabinets, kitchen and bathroom fixtures, ceilings, doors, trim, shelving, windows, baseboards, light fixtures, bath fans, blinds, mirrors, underneath and behind appliances (not to include scrubbing, scraping of food, spills, adhesives, or similar). **The Final Cleaning Charge does not cover damage that may be required or costs that may be incurred by Landlord as a result of Resident's failure to leave the unit in the condition required by this lease (collectively "excessive cleaning and/or damage"), including but not limited to for: excessive cleaning of the unit and/or appliances, fixtures, carpets, floors; gum or adhesive removal; repairing holes in walls or other damage (including but not limited to damage resulting from adhesives, nail holes, masking tape, hooks, and carpet stains, burns, rips or tears); painting walls back to the original color; removing trash, debris or personal items; repairing and/or replacing fixtures including but not limited to blinds, screens, windows, doors, faucets, sinks, lights, cabinets, tile, countertops, and railings; lost or improperly/unidentified keys. The cost of any excessive cleaning and/or damage will be the responsibility of Resident and billed to the Resident, in addition to the Final Cleaning Charge and any other charges, and may be deducted from the Damage Deposit.** In the event of excessive cleaning and/or damage, the following are some of the **AVERAGE or MINIMUM** charges that may be billed.

Excessive cleaning	\$250 minimum	Broken windows/screens/blinds, each	\$87.50-\$400.00
Removal of trash per load to dump	\$375 minimum	Replace interior light bulbs, each	\$8.25-\$20.00
Repair/paint walls, per room	\$90-\$650.00	Replace keys/fobs, each	\$75.00
Remove hair/debris from tub/sink drains	\$90.00	Replace carpet, per room	\$450-\$850
Replace smoke alarm/detector	\$90.00	Replace broken door/jamb	\$300-\$750 each

(see Resident Covenants)

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(B) The Resident will leave utilities (water/sewer/gas/electricity) on in the unit seven (7) full business days after the lease end date. If Landlord has to reconnect electricity or water/sewer/gas to the unit, Resident will be charged an administrative charge of \$300.00 per utility.

(C) Resident may borrow a key for a Lock-Out during normal business hours; but the key must be returned to the Landlord's office. If Resident is locked out on the weekend or after normal business hours, Resident may call a locksmith at Resident's sole cost and expense.

(D) Landlord will provide Resident a copy of this lease and the Virginia statement of tenant rights and responsibilities upon signing. If a paper copy is provided, Resident acknowledges that the paper copy will be received by Resident upon delivery to one tenant and that Resident is responsible for duplicating and distributing any additional copies.

(E) In the event the City of Charlottesville issues any notice of violation by Resident or as a result of violation of this lease by Resident, including but not limited to a notice of violation for failure to mow or properly dispose of trash, Resident will be charged an administrative charge of \$50.00 for each such notice. The administrative charge shall be in addition to any other charges that may be incurred under this lease.

(F) Landlord may adopt and alter rules and regulations from time to time that will be deemed a part of this lease and will be enforceable against Resident in accordance with applicable law. Landlord may close or limit access to common areas or other areas of the property, facilities, or services at any time.

(G) Resident acknowledges and agrees that one or more of the tenants named as Resident (each a "Parking Space Tenant") may hereafter elect to enter into a lease of a parking space from Landlord (a "Parking Space Lease"). Resident agrees that during the term of this Lease, notwithstanding any other provision of this Lease, any Parking Space Lease shall be an addition to this Lease for the benefit of and as the obligation of the Parking Space Tenant. Resident expressly agrees that any rent due under a Parking Space Lease shall be deemed additional rent of the Parking Space Tenant and may be reflected in Resident's account as additional rent or an increase of rent.

XXIII. MOVE OUT POLICY

If the unit is not vacated by the end of this lease, the Resident will be liable to Landlord for Landlord's actual damages (including but not limited to the rental value), reasonable attorney's fees, and court costs. Any items left in the unit, or on or about the property, at the termination of the lease, will be deemed trash and disposed of by the Landlord at Resident's cost and expense. Resident acknowledges that any delay in vacating the unit will disrupt Landlord's turnover schedule and cause Landlord to incur an estimated \$225.00 per day in additional labor, after hours, overtime and other costs. Any delay in vacating the unit may also result in the unit being unavailable for subsequent tenants of a new lease term and cause Landlord to suffer substantial additional damages.

XXIV. MOVE IN POLICY

(A) Landlord may require check-ins (move-in) to be handled by appointment and may require Resident to certify connection of utilities, and receipt of the Resident Handbook prior to or at check-in. Resident agrees and understands that everything will be done to have the unit cleaned, trash and old furniture removed and repairs made by the first day of this new lease. The Resident agrees that if the previous Resident has caused damage or has not cleaned the unit, Landlord will not be held responsible for a situation beyond Landlord's control and the Resident will give the Landlord a reasonable amount of time to correct any problems for them. If Landlord is unable to deliver possession to the Resident, due to previous Resident's failure to vacate and/or failure to clean or repair the unit or any other portion of the property, or due to public health emergency, labor or material shortages, acts of government, civil unrest or terrorism, or similar circumstances beyond the reasonable control of Landlord, Landlord's sole liability to Resident shall be a daily prorated rent credit for each day possession cannot be delivered and the lease shall remain in full force and effect. (B) A condition report will be filled out by Landlord. Two copies of the condition report are made and one copy is given to Resident by delivery to one tenant or placement in the unit at check-in. This report shall be deemed correct unless Resident objects to it in writing within five (5) days after its receipt by Resident at check-in. (C) A Resident Handbook will be provided to Resident at or before check-in. The Resident Handbook is incorporated in this lease by reference. Resident agrees that delivery to one tenant or placement in the unit constitutes receipt by all. The Resident Handbook may be changed from time to time in the same manner as rules and regulations. (D) One key will be given to Resident by delivery to one tenant, or by placement in a lock box or other secure delivery method as determined by Landlord, at check-in and the remaining keys will be in the unit if applicable. It is the Resident's responsibility to distribute and maintain security of the keys. (E) In the event of damage to the property by fire, enemy action, or other casualty, if this lease is not terminated as set forth below, Landlord shall repair the same with reasonable dispatch after written notice of such damage by Resident.

Initial _____

XXV. FIRE OR CASUALTY DAMAGE

If the property or any part of it is damaged by fire, enemy action, or other casualty to such an extent that the use and enjoyment of the unit is substantially impaired, or the unit requires repairs that can only be accomplished if Resident vacates the unit, Resident may terminate this lease by vacating the unit and notifying Landlord in writing within fourteen (14) days (or the period specified by applicable law, if a longer period is specified) after such vacating. If, however, the damage to the property by fire or otherwise was caused by any violation of this lease by the Resident or by any deliberate or negligent act or inaction of the Resident, or the agents, visitors, or licensees of the Resident, no option to terminate by Resident shall exist, unless required by applicable law, and Resident shall be liable for the rent accruing or what would have accrued during the unexpired term of this lease, without abatement, and for Landlord's damages. Landlord hereby reserves the right to terminate this lease on fourteen (14) days' (or the period specified by applicable law, if a longer period is specified) notice to Resident in accordance with applicable law, if the property or any part of it is damaged by fire, enemy action, or other casualty to such an extent that in Landlord's determination, the use and enjoyment of the unit is substantially impaired or the unit requires repairs that can only be accomplished if Resident vacates the unit.

XXVI. NOTICE

Any notice required herein shall be deemed delivered to Resident when such notice is mailed or hand delivered to the unit or sent to Resident in electronic form. Notice to any tenant shall be deemed notice to all tenants named as Resident. Landlord may send notices and other communications to Resident from time to time by email to any email address provided on a tenant's lease application, or otherwise provided by any tenant from time to time. Resident agrees to notify Landlord promptly in the event of a change in any tenant's email address. Resident shall notify Landlord in writing if Resident elects to receive notices in paper form. Any services of process, notices or demands to be delivered to Landlord shall be made upon CBS Rentals LLC at 120 13th Street NW, Suite #1, Charlottesville, Virginia 22903, or as Landlord otherwise designates by written notice.

XXVII. FINAL AGREEMENT

This lease shall automatically terminate on the expiration of the lease term. This lease contains the entire and final agreement of the parties, and no party shall be bound by any term, condition, or representation not set forth in this lease. All modifications of this lease, shall be made in writing and signed by the Landlord and the Resident; no oral modifications shall have any effect whatsoever. No modification or waiver of any terms of this lease shall be valid unless made in writing. No waiver of any breach or default hereunder shall be deemed a waiver of any subsequent breach or default of the same or similar nature. This lease is subordinate to the lien of any present or future deed of trust secured in whole or in part by the unit or the property. This lease shall be binding upon and inure to the benefit of the Landlord, its successors and assigns; Resident agrees to attorn to Landlord's successors and assigns, whether as a result of assignment, purchase, foreclosure, or otherwise, upon written notice. If any of the provisions of this lease are held by a court to be invalid or unenforceable to any extent, such shall remain valid and enforceable to the fullest extent permitted by law and all other provisions hereof shall nevertheless continue in full force and effect. All headings in this lease are for convenience only and are not part of or intended to affect the meaning or interpretation of this lease. This lease shall be construed, performed and enforced in accordance with the laws of the Commonwealth of Virginia, including but not limited to the Virginia Residential Landlord and Tenant Act, without regard for the conflict of laws provisions of any state or other jurisdiction. When the context in which words are used in this lease indicates that such is the intent, words in the singular number shall include the plural and vice versa, and words in the masculine gender shall include the feminine and neuter genders and vice versa. Exclusive jurisdiction and venue for any litigation arising under this lease shall be in the state courts court proceeding to enforce any provision of this Lease shall be in the courts of Albemarle County, Virginia.

XXVIII. PHOTOGRAPHY AND VIDEO

Resident acknowledges and agrees that Landlord, from time to time, may take or allow Images (defined below) of, in and around Landlord's offices, properties, apartments, and events, including but not limited to outside of and inside the unit, for Landlord's business purposes, including but not limited to for showings of the unit to prospective tenants and for marketing use in digital and print media. Resident acknowledges and agrees that such Images may include Images of Resident and of Resident's belongings. Without limitation, Resident consents to Images outside of, inside and around the unit, consents to Images of Resident and Resident's belongings, and grants Landlord irrevocable and unrestricted permission to take, allow and use any such Images for Landlord's business purposes, including but not limited to for showings of the unit to prospective tenants and for marketing use in digital and print media. To the extent permitted by applicable law, Resident hereby releases and agrees to hold harmless and indemnify Landlord and Landlord's representatives from and against any and all claims, demands, losses, liabilities, costs, expenses (including but not limited to attorneys' fees), and causes of action arising out of or in any manner relating to Landlord's taking, allowing, or using any Images. The term "Images" means any photographic, video, or digital image or images, including but not limited to live, recorded, moving, still, composite, blurred, and altered images.

Initial _____

SPECIAL CONDITIONS AND LEASE ADDENDA

The following are incorporated in, and made a part of this lease by reference:

A Lead-based Paint Addendum is attached to this lease if the Dwelling was built prior to 1978. _____

An Historic & Older Home Disclaimer Lease Addendum is attached if the Dwelling was built prior to 1978. _____

Certain Utilities Included Lease Addendum ___ is ___ is not attached to and made a part of this lease (if blank, not attached).

A Water/Sewer Utility Addendum is attached for leases at the Warehouse, Grove Annex, Beta Bridge, Beta II and the Greek. _____

A Special Items Lease Addendum (Water and Sewer Utilities and Smoking Policy) is attached for leases at the Greenhouse. _____

A Lease Renewal Agreement Addendum is attached if Resident includes tenant(s) who will remain in the unit without vacating at the end of a prior lease term. _____

A Mold Addendum is attached.

Resident acknowledges receipt of Policies & Procedures Lease Addendum, including Move-In and Move-Out information and agrees to comply with it, including any reasonable modifications which Landlord may make of which Resident is given reasonable notice.

Other: _____

Initial _____

ELECTRONIC SIGNATURES AND RECORDS

LANDLORD AND EACH TENANT INITIAL HEREAFTER TO EXPRESSLY AUTHORIZE AND AGREE TO THE USE OF ELECTRONIC SIGNATURES AS A METHOD OF SIGNING AND/OR INITIALING THIS LEASE AND ALL ADDENDA, AMENDMENTS, AND OTHER DOCUMENTS NOW OR HEREAFTER RELATING TO THIS LEASE (THE "LEASE DOCUMENTS"), AND TO CONSENT TO THE CONDUCT OF THIS TRANSACTION, AND ANY FUTURE TRANSACTIONS RELATED TO THIS LEASE, BY ELECTRONIC MEANS:

Initial: _____

Any signature or other authentication delivered by facsimile, electronic transmission, or affixed by electronic or other means shall be deemed to be an original signature. This lease may be signed or otherwise authenticated in any number of counterparts and by different parties to this lease on separate counterparts, each of which, when so authenticated, shall be deemed an original, but all such counterparts shall constitute one and the same lease. Each tenant who signs or otherwise authenticates any Lease Documents hereby agrees that Landlord may store and/or cause such Lease Documents, to be copied in an electronic, paper and/or other medium (any of the foregoing a “record”), and further agrees that any such record shall be treated as the original of such Lease Documents for all purposes and may be received in all courts and public spaces as conclusive evidence of the existence of this lease and any other of the Lease Documents and that such were duly executed by the parties thereto.

WITNESS THE FOLLOWING SIGNATURE(S) AND SEAL(S)

PRINT NAME

SIGNATURE

DATE _____

PRINT NAME

SIGNATURE

DATE _____

[illegible]

CBS Rentals LLC, Landlord or Agent

By: _____ Date: _____

We comply with the Fair Housing Law and do not discriminate because of Race, Color, Religion, Sex, National Origin, Disability, Familial Status, Source of Funds, Sexual Orientation, Gender Identity, Military Status or Elderliness.

For Office Use Only

Monthly Rent: \$_____

Utilities: _____

Trash Fee: \$

TOTAL MONTHLY: \$

CBS Rentals LLC

Policies & Procedures Lease Addendum

GENERAL OFFICE INFORMATION

Office Hours 9 a.m.-5 p.m. Weekdays, Closed evenings, weekends, and holidays. (434) 971-9922.

We close periodically throughout the day to visit the properties or show them to prospective tenants, so please call first to make certain the office will be open when you arrive. Policies and procedures are subject to change by the Landlord, as required or permitted by applicable law.

RENT PAYMENTS

NOTICE: By paying your rent or other amount by check, please be aware that you are authorizing CBS Rentals, L.L.C. (referred to herein as CBS Rentals LLC, CBS, or CBS Rentals) to use the information on your check to make a one-time electronic fund transfer from your checking account or to process the payment as a check transaction. The electronic fund transfer will be for the amount indicated on your check and may be withdrawn from your bank account as soon as the same day payment is received. Please note that your check will not be returned by the financial institution but will instead appear under the "Electronic Items" section on your bank statement.

The first rent installment is due on or before June 1, 2027.

Make checks payable to CBS Rentals LLC unless otherwise noted. Checks may be mailed to CBS Rentals LLC, P O Box 1414, Charlottesville, VA 22902. For your convenience, a drop box is available for afterhours payment. It is located on the side of our office building, facing the Grove parking lot. RENT IS DUE ON OR BEFORE THE FIRST OF EACH MONTH. IF PAYMENT IS RECEIVED AFTER THE FIFTH OF THE MONTH, A LATE CHARGE WILL AUTOMATICALLY BE CHARGED. (If rent payment is being sent from out of town, please remind the sender that normal mail delivery time is a minimum of 5-10 days.) **CBS IS NOT RESPONSIBLE FOR MAIL DELAYS, LOSSES OR ERRORS. IT IS YOUR RESPONSIBILITY TO SEE THAT RENT PAYMENTS ARE RECEIVED ON TIME IN ALL EVENTS.**

All checks must include the Resident's name and unit location so rent payments can be applied to the proper account. Late charges will be charged for checks that could not be applied due to missing or incomplete information. Be sure to date your checks properly. Checks dated later than the fifth of the month will be considered late even if they are received within the grace period. Cash and money order rent payments are accepted only during business hours when CBS Staff can provide a receipt to Resident. Never put cash or money order in the mail slot, under the office door, or taped to the door. At this time, we are unable to accept debit/credit cards.

Prior to your lease start date, you will receive an email with temporary login information and a temporary password to pay the first rent installment online. After lease commencement, you will receive an email invitation to set up a permanent Resident portal account. Please note, CBS will not provide login access to non-leaseholders, including parents.

The following information and instructions apply to online payments:

The online system links to tenant checking accounts only. Credit card payments are not accepted.

If there is an error in your online payment be sure to contact your bank immediately if you would like to stop the payment. Returned payments are subject to a \$50 processing charge, pursuant to the lease. All payments received by CBS will be credited to the rental account. Residents are responsible for stopping automatic/recurring payments (through your bank or the on-line system) and for any allocation of rent among themselves. CBS is not able to refund payments made to a rental account. Any credit balance on the rental account at lease end after payment of all Resident obligations will be refunded in the same manner as the Damage Deposit.

When paying online, please remember to pay at least 48-72 hours in advance of the first of each month, to allow enough time for the rent to post. Rent paid online is considered received when it posts to our account, not at the time the payment is initiated online. **CBS IS NOT RESPONSIBLE FOR ANY UNAVAILABILITY OR MALFUNCTION OF THE ONLINE SYSTEM. IT IS YOUR RESPONSIBILITY TO SEE THAT RENT PAYMENTS ARE RECEIVED ON TIME IN ALL EVENTS.**

Please be aware, late charges and other charges are assessed after the 5th of each month, and accounts may not accurately reflect balances until the 10th of the month.

Online Payment Options

There are different online payment options. Residents may make one-time payments or set up recurring monthly payments. Additionally, the rent can be paid in one lump sum, or Residents can make individual payments to cover a portion/percentage (1/4, 1/6, etc.) of the total monthly rent. Please review the following options to select the one that works best for you. Online payment options may change from time to time. Resident will be responsible for any fee charged by a third party to process a payment by electronic payment.

- If you elect to pay a **portion of rent**, the system will calculate the portion based on the **total amount due** on the account. For example, if the monthly rent is \$2000.00 and a water bill of \$50.00 is also due, the total amount due would be \$2050.00. If a Resident elects to pay a 1/3 portion of the amount due, the payment would be \$684.00.
- Residents can elect to pay a **fixed amount each month**. Under this option, only a specified amount would be debited from Resident's account monthly. Additional payments would be required to cover any other charges on the account (late charges, maintenance charges, etc.)
- Residents can elect to pay the **current balance due**. Under this option, the Resident pays the entire amount due on the account at that time.
- Residents can choose to pay the **total balance due, not to exceed** a specified amount. With this option, Resident authorizes a monthly payment to cover additional charges on the account, up to a specified amount.

Please note- the online payment system requires that all past due rent be paid before accepting current rent payments. For example, if one tenant forgets to pay rent, no other payments will be accepted through the online portal until the past due balance has been paid.

When setting up recurring payments, please remember that online payments take 48 to 72 hours to clear, excluding holidays and weekends, and that rent is due on the 1st of each month. Funds that are not posted to our account by the 5th of the month will be considered late, so please plan accordingly when paying online. **CBS IS NOT RESPONSIBLE FOR ANY UNAVAILABILITY OR MALFUNCTION OF THE ONLINE SYSTEM. IT IS YOUR RESPONSIBILITY TO SEE THAT RENT PAYMENTS ARE RECEIVED ON TIME IN ALL EVENTS.**

GENERAL MAINTENANCE CALLS

9 a.m. – 5 p.m. Weekdays 434-971-9922 It is strongly recommended that one person per house or apartment be in charge of maintenance calls. If two calls are received regarding the same problem, the tenant may be charged for the second call. CBS will only accept maintenance requests from individuals who signed the lease. Remember, you are required to perform some routine maintenance before calling the office. Examples are: If disposal is not working properly, ascertain that no object (bottle top, coin, eating utensil, etc.) is causing the problem. Then press the reset button on the disposal motor under the sink. If a toilet, sink, tub or shower is stopped up or draining slowly, please use a plunger before making a maintenance call. Please visit www.cbsrentals.com for more maintenance trouble-shooting information or refer to the information included in your Resident Handbook. You are also required to replace all light bulbs, fuses, batteries, etc. CBS Rentals LLC will charge \$70.00 per hour (during regular business hours), minimum one-hour charge, plus overhead of 25% of material and labor, if we are requested to perform this routine maintenance. Work performed after business hours and on weekends and holidays or by contractors is charged as provided in the lease. If Residents cannot access their light fixtures, smoke/carbon monoxide detectors or panel boxes, CBS staff will install bulbs, batteries and fuses for Resident free of charge. Resident is responsible for purchasing all bulbs, fuses, smoke/carbon monoxide detector batteries. Please refer to your lease.

Please note: Remember to keep your house/apartment/bedroom keys with you at all times. Never leave a door open for CBS maintenance staff. We have master keys to all properties. CBS' policy is to lock all exterior locks (and any locked bedroom that is entered) when a staff member leaves a property. CBS is not responsible if you are locked out of your residence because you do not have the keys with you.

EMERGENCY MAINTENANCE CALLS

After business hours and on weekends and holidays ("after hours"), call 434-972-7058. (If you have an emergency during regular business hours, simply call 434-971-9922.) Never place an emergency maintenance call if routine maintenance is needed. Please refer to the maintenance trouble shooting information included in your move-in packet or visit www.cbsrentals.com. An emergency might be water flooding the unit, loss of heat, smoke coming from an outlet, or an extreme security/safety issue. Air conditioning problems, stopped up sinks/toilets, etc., are not emergencies. (If you place an after hours call dispatching a maintenance person and it is determined that it is a non-emergency call, you may be charged the after hours rates stated in the lease, \$125 per hour, plus overhead of 25% of material and labor, with a minimum charge of one hour.) If you are locked out of your property after hours because you do not have your keys, **read the Lockout procedure on Page 4.** If you have the correct keys but are locked out of your property after hours because the exterior door locks are broken or malfunctioning, please call the answering service to dispatch a maintenance technician. In the event of water leak (burst pipe,

overflowing toilet, leaking dishwasher, etc.), Resident is required to shut off the main water supply to the property/unit or the shut off valve to the toilet (if applicable) and take immediate action to clean up the excess water until CBS Staff arrives on site.

UTILITIES

It is the Resident's responsibility to have all utilities connected at the commencement of the lease term unless otherwise noted in the lease. CBS requires Residents to be present at the time their electric, water/sewer, and gas utilities are connected. Some tenants in duplexed dwellings with one meter will share the cost of the utilities. The Residents will divide the cost by the number of tenants in the entire dwelling, or as they otherwise agree. This will be worked out by the Residents.

Water, Sewer, Gas-City of Charlottesville 434-970-3211
Electricity-Dominion Energy-1-888-667-3000

Internet- Ting www.ting.com
Internet/Cable- Comcast- 1-800-COMCAST

RENTER'S INSURANCE

CBS Rentals LLC strongly encourages the Resident to insure Resident's personal possessions and against Resident's personal liability. Many (parents') homeowners' policies will cover students. You may want to check into this before applying for renter's insurance.

NO PETS

Absolutely no pets (visiting or otherwise) are allowed in or on the unit or any other portion of the property under any circumstances. This is a violation of your lease. If there is evidence of a pet, we will take immediate steps to enforce the clause in your lease. **NO EXCEPTIONS.** Although pets are not allowed, CBS complies with fair housing requirements and there is no warranty or guaranty that any bedroom, unit or property has been, or will be, animal-free.

NO SMOKING

Smoking (including without limitation pipe, cigar, or cigarette of any kind, or any other lighted smoking equipment) is not permitted in or on the unit or in any other building areas, including but not limited to balconies, porches, hallways, stairwells, foyers, and parking garages, or within twenty-five (25) feet of any building entry door. This is a violation of your lease. Although smoking is not allowed, CBS complies with fair housing requirements and there is no warranty or guaranty that any bedroom, unit or property has been, or will be, smoke-free.

SMOKE ALARMS/DETECTORS

All required smoke alarms/detectors will be in place and functioning properly before move-in at the commencement of a tenancy. Each unit will be furnished with a Smoke Detector Certificate, stating that smoke alarms/detectors are present and in good working order. Residents are responsible for maintaining their smoke alarms/detectors during their tenancy. The Smoke Detector Information sheet in your Resident Handbook includes instructions for changing the battery. CBS will be happy to assist Residents with battery replacement if they have trouble accessing the alarms. Resident is responsible for purchasing the battery. Please be advised that if the battery is removed from your smoke alarm, or the smoke alarm itself has been damaged and/or removed at any time during your tenancy, and you have not requested maintenance assistance, CBS will replace the battery or repair the alarm immediately and Resident will be charged for labor, materials and overhead as provided for in the Lease Agreement, for each occurrence. If the smoke alarm/detector is making a soft beeping noise, **CHANGE THE BATTERY.** Resident should report any smoke alarm/detector malfunctions to the CBS Office immediately.

CARBON MONOXIDE ALARMS/DETECTORS

Properties with gas appliances have at least one carbon monoxide alarm/detector installed. Some properties may have several alarms/detectors. Residents are responsible for maintaining their alarms/detectors during their tenancy. The Carbon Monoxide Detector Information sheet in your Resident Handbook explains how the alarm/detector operates and includes instructions for changing the battery. CBS will be happy to assist Residents with battery replacement if they have trouble accessing the alarms/detectors. Resident is responsible for purchasing the battery. Please be advised that if the battery is removed from your alarm/detector or the alarm/detector itself has been damaged and/or removed at any time during your tenancy, and you have not requested maintenance assistance, CBS will replace the battery or repair the alarm/detector immediately and Resident will be charged for labor, materials and overhead as provided for in the Lease Agreement, for each occurrence. Resident should report any alarm/detector malfunctions to the CBS Office immediately.

LOCKS AND KEYS

No installation of any type of lock or hasp is permitted on any door without CBS Rentals' written permission, unless otherwise required by applicable law. Locks for bedroom doors in houses are not provided. **The Grove, The Grove Annex, Dovecote, the Warehouse, Dinsmore Row, Beta Bridge, Beta II, Maywood, Monroe Hill, The Wedge, The Greenhouse and the Greek Apartments** have individual bedroom door keys.

GRILLS

Grills of any type pose an extreme safety hazard and are **STRICTLY PROHIBITED.** If we find a grill on the property, it will be removed automatically, without notice, and all costs associated with its disposal shall be charged to the Resident.

PARKING AND TOWING VEHICLES **CBS Rentals LLC is NOT responsible for any loss or damage to any vehicles.**

Houses: No parking is permitted on lawns or anywhere on property not paved or designated for parking. All vehicles parked in these areas will be towed and the cost of towing will be the car owner's responsibility. Most houses have some assigned parking spaces. These spaces are assigned during move-in and will be included in your Resident Handbook. Additional parking might be found on the street. If your street is Permit Parking Only, contact the City of Charlottesville for details about obtaining a permit for your vehicle. If someone is parked in your assigned parking space, please do not call CBS Rentals. It is the tenant's responsibility to have the vehicle towed. (We normally use Collier's Towing Service – 434-295-4941, but there are other companies available in our area.)

Apartment Buildings: Parking spaces for **The Grove, the Grove Annex, Dovecote, the Warehouse, Dinsmore Row, Beta Bridge, Beta II, Maywood, Monroe Hill, The Wedge, The Greek, and The Greenhouse** are assigned and marked. These spaces are assigned during move-in and will be included in your Resident Handbook. Double parking is strictly prohibited. There is additional parking on the streets. Please use the above policy under House parking regarding towing. A limited number of additional parking spaces are available for rent (\$105.00-\$250.00 monthly). These spaces are rented on a first come, first served basis for a 12-month lease term. CBS does not guarantee the availability of additional parking. Please contact the office for more information. **Note to The Grove Residents:** The University Baptist Church is our neighbor. They do not permit CBS tenants or CBS visitors to park in their lot. Any unauthorized vehicle parked in their lot will be towed. Do not pull into their lot even for a few minutes. In addition, CBS office parking spaces are to be left open at all times. Do not feel that because it is after office hours you may park in these spaces. Any vehicle parked in the CBS office spaces between 5 P.M. and 7 A.M. will be towed. We normally use Collier's Towing Service.

Note: CBS parking spaces are a standard size and may not be able to accommodate some vehicles. CBS reserves the right to restrict large vehicles in certain areas if they impede traffic or cause parking problems for other tenants. Vehicles must be parked as indicated on the parking map. Violators will automatically be towed without warning.

HANDICAP PARKING AREAS AND FIRE LANES

Handicap parking spaces are to be left open at all times. If a car without a handicap sticker is found parked in this area, it will be towed without exception. Keep in mind the Police will ticket you if you are in violation. **NEVER PARK IN FIRE LANES.** You will be towed. Be aware that a towing service patrols our parking lots 24 hours a day and will automatically tow any vehicle parked in an unauthorized space. We normally use Collier's Towing Service.

ADDITIONAL PARKING SPACES

A limited number of additional parking spaces are available for lease for \$105-\$250 per month with a 12-month contract prior to July 31, 2027. Requests for extra parking must be submitted in writing after the 2027-2028 lease has been signed. These parking spaces are leased on a first come, first served basis, with preference given to renewing CBS tenants. Parking spaces leased to Residents who use the 15th Street NW overflow lot will incur a monthly rent increase of \$105-\$250 per space used. **CBS Rentals LLC is NOT responsible for any loss or damage to any vehicles.** CBS does not guarantee the availability of additional parking.

Additional parking spaces are not automatically renewed with a lease. There is a separate contract for additional spaces. Renewing tenants must sign up for additional spaces at the time of lease renewal.

LOCKOUTS

A Lockout occurs when you do not have the correct keys and/or you accidentally lock your keys inside of your house/apartment or bedroom. **If you are locked out after hours, you will need to call a locksmith at your sole cost and expense. NOTE: If it is after hours and you have the correct keys, but cannot open your bedroom or exterior door due to a broken or malfunctioning lock, we consider this a maintenance issue. Please call the emergency answering service (434-972-7058) to report a broken or malfunctioning lock.**

If a lockout occurs **DURING** office hours, you may come to the office and borrow the master keys. There is a one-hour time limit when borrowing keys. CBS will not loan keys to anyone who is not on the lease. Please remember photo identification is required when borrowing keys and for lockouts.

TRASH and TRASH/SINGLE STREAM RECYCLING SERVICE

Some houses and all apartments are required to use a private trash collection service contracted by CBS Rentals. Please review your lease to determine if your dwelling is using this service, the monthly cost and the bin volume. The contracted service provides covered trash bins and collects trash on a scheduled basis. Single-stream recycling is available at some CBS apartment buildings. All trash must be put in tied, plastic trash bags and placed in the bin. The service will pick up from the designated trash bin areas at the apartment buildings. If your bin is not located in one of the designated areas, roll the trash bin to the curb the evening before pickup and remove it from the curb the following afternoon. CBS Rentals will move any toter or bin left on the street curb and charge the house. Trash collection contracted by CBS is for normal household waste only and must comply with requirements and guidelines of the contracted service. Without limitation, hazardous, flammable, or electronic wastes are not to be placed in trash receptacles provided by CBS and Resident is solely responsible for the proper disposal of all such materials off the property.

There will be additional charges if your trash volume is more than the contracted amount in your lease or if there is improper use of the service. You will incur a substantial charge if you place large objects or any excess trash at the trash bin areas, especially during move-in and move-out. Make sure you do not go over your contracted volume. Please remember to compact your refuse before placing any bags in the bins.

If your house is not using a contracted service through CBS Rentals, please contact the City of Charlottesville for more information regarding their requirements for trash pickup. 434-970-3830. Additional information is included in your Resident Handbook. All trash must be placed in tied, plastic trash bags and stored in covered trash cans. The City will issue citations to properties that have more than 6 loose bags of trash. The City also frequently issues citations for loose /scattered trash and for trash bags and cans visible from the street. Be sure to store all trash in covered trash cans (with the appropriate City trash decals). Make sure you do not go over your contracted volume. Please remember to compact your refuse before placing any bags in the bins **and use the recycling center on McIntire Road, 434-977-2976 or www.avenue.org/rswa/.** (Trash removal and landfill fees are very expensive!)

YARD MAINTENANCE

Most Residents of houses are responsible for Yard (grass & shrubs) maintenance. All Residents are responsible for removing trash in the yard. Please be aware that the City of Charlottesville routinely issues citations and fines to properties with overgrown grass and trash in the yards. If we feel a property is in danger of receiving a citation, we may **automatically** mow and clean the yard. Resident will be charged for this work, pursuant to the lease. CBS Rentals LLC is not responsible for notifying Residents before starting the yard maintenance. Please review your lease to determine this and other tenant responsibilities. If you are interested in hiring someone to mow your grass regularly, we recommend Quality Lawn Care (434-825-9119).

PORCHES, DECKS, BALCONIES & PROPERTY EXTERIORS

Per your lease, no more than two (2) times the number of tenants are allowed on or in the property at any one time, including but not limited to on or in the unit, deck/patio/porch, yard(s), and/or grounds of the property; and Resident shall not overload or otherwise use or allow the use of any deck/patio/porch or similar structure in an unsafe manner. All outdoor space must be kept neat and clean at all times. Residents are not permitted to store cement blocks, kegs, pool tables, couches, beer pong tables, lumber, mattresses, indoor furniture, inflatable pools, etc. on porches, decks, balconies or in yards. The placement of upholstered furniture anywhere on the exterior of a property is strictly prohibited. Residents are not permitted to hang laundry, signs, or banners on any exterior surface of the property. Only outdoor furniture is permitted on the property's exterior.

Please do not discard cigarette butts by throwing them off porches or onto the pavement below. Trash is not to be thrown onto apartment building parking lots. If trash/cups/cigarette butts, etc. are found, the apartment located above the debris will be charged for the cleanup. Residents of the Grove must be especially careful not to throw debris onto adjacent parking lots.

All "party trash" must be cleaned up by 9 a.m. daily. If CBS deems a property to be unsightly and/or in violation of City code, all trash/furniture items will be removed and disposed of immediately, without notice, at Resident's expense. CBS also reserves the right to require Residents to clean any property exterior that management considers unsightly or unappealing.

Grills of any kind, barbecue pits/spits, bonfires, etc. pose a serious fire hazard and are strictly prohibited. Continual disregard for these policies is grounds for the Landlord's termination of your lease and eviction.

LIGHTS

CBS will ascertain that all bulbs are in place and working before move-in. After move-in, Resident is responsible for replacing bulbs. You must replace light bulbs and reflector light bulbs with the same wattage and type bulb. Any larger wattage bulb may be a fire hazard.

NOISE AND GUESTS

No more than two (2) times the number of tenants is allowed on the property (including in the unit) at one time. Any excessive noise (a breach of the lease) will result in the calling of the police, especially after 10PM. All tenants are encouraged to keep noise at a minimum. Do not play loud music from your doors or windows. Confine noisy parties or gatherings within your house/unit with doors and windows closed.

FLOORS

Please be careful moving in. Any scrapes or tears on the floor are the tenant's responsibility. ALL hardwood and vinyl plank flooring must have at least 75% of the floor covered with protective carpeting, especially in the high traffic areas. If you use carpet remnants, padding must be used so the rough carpet backing does not scratch the floors. All furniture legs should have cork, felt or furniture pads placed under them. Any scratches or gouges on the floor will be charged to tenants. Hardwood/vinyl plank floors have a special finish and **MUST NOT BE WAXED**. Use a damp mop to clean floors. All floors should be cleaned regularly. **NEVER USE Mop and Glo or similar type products.** Residents will be charged if there is excessive wear on floors or other damage.

WALLS - DOORS - WOODWORK

Please be careful moving in. Any scrapes or tears on the walls are the tenant's responsibility. Absolutely NO painting or wallpaper is permitted.

NEVER USE TAPE, GUM, ADHESIVES, GLUE, LARGE NAILS, TOGGLE BOLTS, ETC. These are strictly prohibited, will deface the wall when removed, and you will be charged for wall repair. A sample size nail will be included in your Resident Handbook. Use small nails or tacks to hang items on walls – excessive use of nails or tacks will result in damage and you will be charged for wall repair. DART BOARDS ARE PROHIBITED.

BATHROOMS

Shower curtains must be installed immediately for all tubs and showers. **BATH MATS ARE REQUIRED TO PREVENT WATER DAMAGE.** Any repairs due to the lack of mats or shower curtains constitutes damage and will be charged to the tenants. **NEVER COVER FLOOR DRAINS IN THE BATHROOMS.** It is recommended that tenants purchase a bathroom plunger. Many toilets are water savers and may need plunging occasionally. If the water in the toilet is running continuously, cut off the water at the shut off valve in back of the toilet, then notify CBS Rentals LLC. CBS is not responsible for any excessive water/sewer consumption due to unreported leaks. Please refer to the maintenance information included in your Resident Handbook.

CLEANING

Resident is responsible for keeping the unit clean and in good repair at all times. Trash and garbage is to be removed from the property at least once a week. The kitchen will be kept clean, and dirty dishes shall not be left out in order to prevent rodent and pest infestation. Resident must clean bathrooms regularly to prevent mildew. Carpets are to be cleaned regularly; floors are to be kept clean.

CIRCUIT BREAKERS AND FUSE BOXES

Please locate your fuse or circuit breaker box(es) immediately at move-in. Residents are responsible for switching on tripped circuit breakers or changing fuses. Burned out surge protectors and power strips can cause circuit breakers and fuses to trip. Before calling the office, check to see if your surge protector or power strip is malfunctioning. Never attempt or make any modification to electrical circuits. For additional information, refer to the maintenance information included in your Resident Handbook. Never plug a space heater into a power strip or surge protector.

A/C, HEAT PUMPS, FURNACES

Filters for furnaces and A/C Heat Pumps in all dwellings are normally changed quarterly by CBS Rentals staff. Tenants may not block access to these units. **DO NOT USE HVAC CLOSETS OR FURNACE ROOMS FOR STORAGE.**

SNOW REMOVAL

Residents in both CBS houses and apartments are responsible for clearing snow away from their individual cars and parking spaces. CBS recommends that Residents buy a snow shovel to aid in the snow removal. (CBS is unable to lend snow shovels to Residents.) As conditions allow, CBS will strive to clear parking lots; however, please exercise caution whenever there is inclement weather. House Residents are responsible for removing snow from sidewalks, driveways, walkways, porches and stairs. CBS is not responsible for removing snow from areas otherwise maintained by any local municipality or by any state or federal agency, and/or not under the ownership or control of CBS Rentals LLC.

BIKES and SCOOTERS (including E-Bikes and E-Scooters)

Bikes are not allowed in any dwelling. Kickstands will scratch hardwood floors and mar walls. Floors will be refinished and walls repaired and charged to tenants. Bikes cannot be stored on balconies or locked to the antique fence at Dinsmore Row. Do not lock bikes to any apartment stairwell rails or fencing. CBS Rentals will remove any bike in violation and the owner will incur a charge that is equal to Landlord's hourly labor rate for removal. Bike racks are provided for tenants and are located at **The Grove, Dovecote, Dinsmore Row, Beta Bridge, Beta II, Maywood, Monroe Hill, The Wedge, Greenhouse, Warehouse and the Greek.** Mopeds/scooters may not be parked in stairwells, walkways, common areas, or be stored inside the unit. Mopeds/scooters must be parked in an assigned parking space. Any moped/scooter that is in violation or illegally parked or stored will be towed immediately at the owner's expense. Private, scooter parking spaces may be available for monthly lease at some CBS locations. Please contact the office for more information.

LITHIUM ION BATTERIES

For safety purposes, Residents are not allowed to keep or store in or about the unit or any building any lithium ion battery(ies), lithium ion battery charger, or e-scooter, e-bike, hoverboard, or similar device incorporating a lithium ion battery, nor shall Resident allow their guests to do so. Disregard for this regulation is grounds for Landlord to terminate the lease. This prohibition is imposed for protecting the safety and welfare of Residents and their guests and any other tenants of the property, along with preventing compromise of the structure and preventing fire. In the event of violation of this prohibition, Resident will incur an administrative charge of \$1000.00 per occurrence, along with the cost of any actual damages. Notwithstanding the foregoing, subject to all other provisions of the lease, lithium ion batteries used or

installed in normal small home electronics (smartphones, laptops, smoke detectors, and similar devices) are permitted; provided that Resident shall ensure at all times that such batteries, devices, and associated chargers, are in good working condition and are handled and maintained in accordance with good practices and manufacturer specifications.

SATELLITE DISH /ANTENNA INSTALLATION

Under certain restrictions, the installation of an individual satellite dish, such as of 18" in diameter or less, or a traditional stick-type antenna, within a resident's leasehold will be permitted with Landlord's prior written consent. Dishes may not be installed on any common area including walls, outside windowsills, roofs, common area balconies or stairwells, lawns, or any other common area. Under no circumstances can a device extend the dish or antenna beyond the balcony railing, patio line, or fence. No holes may be drilled through the outside walls, roofs, balcony railings, glass, fences, or concrete patios. CBS Rentals is not required to install a central dish or any other device for Residents who cannot otherwise receive a satellite signal. The satellite dish must be a stand-alone system. A Resident may not splice into any existing wires or cable. Residents must read and sign a lease addendum before installing any satellite dish or antenna device. The device must be installed in strict compliance with the conditions and requirements set forth in the lease addendum. An additional security deposit of \$250.00 and an inspection fee of \$25.00 will be due prior to the installation of any such device. Resident will also be required to provide proof of renter's insurance with a minimum of \$300,000 in liability coverage. Any dish or antenna installed in violation of this procedure or illegally installed will be removed from the property immediately, and all costs associated with the removal and disposal of such device will be charged to Resident.

LEASE RENEWAL

No Resident or tenant is guaranteed lease renewal. If lease renewal is allowed, when one or more tenants choose to sign the lease for the same unit for another year, the lease is considered "renewed" and occupancy (the tenancy) continues, without interruption, for a consecutive 12-month term. Before a lease may be renewed, the incoming and outgoing tenants must all sign a Lease Renewal Agreement, agreeing to the following conditions:

Rent may increase for the new lease term and will be noted on the new lease. If the Damage Deposit increases, the tenants will pay the additional Damage Deposit when the new lease is signed. The prior lease Damage Deposit is carried over to the new lease. CBS does not refund individual portions of the Damage Deposit to those tenants who do not renew the lease. Because the lease is a renewal, CBS does not conduct a move-out inspection, or clean/refurbish the unit before the new tenants move in. The incoming and outgoing tenants assume all responsibility for working out a fair exchange of Damage Deposit. Similarly, the incoming and outgoing tenants should also agree on how the unit will be left for the incoming tenants regarding cleaning, damages, etc. Any account balance due at the end of the prior lease term carries over to the next lease term and all tenants listed on the new lease are responsible for the balance. The move-in inspection (condition) report on file will be used to determine any damages at lease termination. **NOTICE: CBS STRONGLY RECOMMENDS THAT TENANTS DO NOT EXCHANGE ANY DAMAGE DEPOSIT MONIES UNTIL THE OUTGOING TENANTS HAVE VACATED THE UNIT, THE INCOMING TENANTS HAVE INSPECTED THE CONDITION OF THE PROPERTY, AND THE PAYMENT STATUS OF ALL RENTAL AND UTILITY ACCOUNTS HAS BEEN CONFIRMED.**

Move In Information

SET UP FEE, RENT AND SECURITY DEPOSIT

Unless prior arrangements have been made, **all monies must be paid before Move-In.** The money you paid when you signed your lease was **NOT the first month's rent.** To avoid a late charge, check your lease to see when your first rent installment is due.

MOVE-IN PACKET, RESIDENT HANDBOOK AND KEYS

Only one Move-in Packet, containing the Resident Handbook, and front door key, will be given per lease. Other keys will be in the Move-in Packet if specified in the lease. We will only release the move-in packet and keys upon check-in by a leaseholder. We cannot release the packet and keys to parents, friends, siblings, etc. under any circumstance. The first tenant to check-in will be responsible for providing the Packet information (Resident Handbook) and all keys for that lease to the other tenants. CBS Rentals will not keep any tenant keys for a lease following check-in by the first tenant. Any keys not provided in the lease Move-in Packet will be in the dwelling, on the kitchen counter, clearly marked. Any bedroom door keys not provided in the lease Move-in Packet will be in their respective doorknobs.

Please make arrangements with your fellow tenants of your lease to get the keys. We will not provide any additional keys for a lease following check-in by the first tenant. If your lease start date falls on a Saturday or Sunday, CBS Rentals will have staff available during a limited time period to assist with check-in appointments. Please contact the office in advance to arrange your check-in appointment. **CBS RENTALS IS CLOSED ON ALL OTHER WEEKENDS.** All check-ins will be handled by appointment as scheduled through our office. We may provide additional information and instructions for check-in procedures as the first day of the lease approaches. **CBS Rentals WILL NOT MAIL THE MOVE-IN PACKET OR KEYS.**

CONDITION REPORT (MOVE-IN INSPECTION FORM)

This report will be filled out by CBS Rentals and included in the lease Move-In Packet. Two copies are made and one is retained by CBS Rentals. Resident should make condition notations on this report and return to CBS Rentals within five (5) days of its receipt in the lease Move-in Packet at check-in. This Condition Report shall be deemed correct, unless it is returned within the five (5) days to CBS Rentals. CBS will only accept a condition report from individuals who have signed the lease.

NOTE: Please use a separate sheet of paper or call the office if you have a Work Order request.

Please refer to your lease and Resident Handbook for additional Move-In information.

Move Out Information

RENT AND BALANCE OWED

All balances due must be paid. WITHOUT LIMITATION, MAY RENT IS DUE ON OR BEFORE MAY 1. By law, the Damage Deposit cannot be used by Resident for rent.

MOVE OUT DATE

All Residents and their belongings must be out of the unit by 9 a.m. local time on the lease termination date.

ELECTRICITY, GAS, WATER AND SEWER

These utilities must be left on for seven (7) full business days after the lease termination date. Per your lease, the administrative charge for reconnection is \$300 per utility.

INSPECTION

You have the right to be present at the Move-Out inspection. CBS strongly encourages Residents to be present at the Move-Out Inspection. You must notify CBS Rentals in writing at least two weeks prior to the lease end date to schedule an appointment. At the time of the inspection, the unit must be completely vacated and all Resident required cleaning completed, pursuant to the lease.

KEYS

Put all bedroom door keys (and any duplications) in their respective knobs. Double check to make sure you have the correct key in each knob. (Close and lock the door, then make sure the key unlocks it.) All other keys (entry door, mailbox, laundry, etc.) must be left on the kitchen counter, clearly marked. NEVER LEAVE AN UNMARKED PILE OF KEYS. There will be a charge to you if CBS Rentals staff has to spend time determining what keys have been left. In addition to bedroom keys, there must be a minimum of one front, back and side door keys for each Resident. The last person to leave the property must lock the front/back door and notify the office that the unit is cleaned and empty. If a key is needed to lock the dwelling, bring the one key to the office (place in the office drop box) in an envelope with your name and property address clearly labeled. Under no circumstances will CBS Rentals reimburse missing key charges if any keys are dropped off or mailed to CBS Rentals after the lease termination date. You will be charged \$75.00 for each key missing at lease termination. Prior to Move Out, we recommend that you do a key inventory. If you are missing keys, you may borrow the master keys and duplicate any missing keys.

YARDS

All yards are to be mowed no sooner than four (4) days prior to lease termination date. Remove all trash and debris in yard, shrubs, driveways, etc. No furniture can be left in/on yards, porches, decks, balconies, etc.

CLEANING/FINAL CLEANING CHARGE

At lease end, Resident authorizes CBS to deduct a Final Cleaning Charge from the Damage Deposit. The Final Cleaning Charge amount varies by property/floor plan and can be found in article II(h)(ii) and article IV of the lease. Resident is responsible for preparing the unit for the final cleaning as provided for in the lease. Prior to lease end (typically in late April) CBS Rentals will issue a Move-Out Letter to Residents, which will include instructions for moving out and end of lease cleaning requirements that are Resident responsibility (please refer to article XXII of the lease.) The cost of any excessive cleaning and/or damage will be the responsibility of Resident and billed to the Resident, in addition to the Final Cleaning Charge and any other charges and may be deducted from the Damage Deposit. The Final Cleaning Charge is non-refundable and will not be adjusted for additional cleaning performed by Resident, "as-is" bedrooms, etc.

LIGHTS/SMOKE DETECTORS/CARBON MONOXIDE DETECTORS

Make sure all lights, smoke detectors/alarms, and carbon monoxide detectors/alarms are working. Replace smoke/carbon monoxide detector/alarm batteries if necessary. If a bulb is burned out, make sure it is replaced with the same type and wattage.

TRASH

Never leave furniture, mattresses, etc., or go over the trash volume specified in your lease. If you use the City of Charlottesville, trash service contracted by CBS, or another trash service, you must comply with their policy, requirements and guidelines. If there is excess trash or there are other violations, Resident will be charged.

"AS-IS" Bedroom Agreement

As a special accommodation to Incoming Residents, CBS may allow furniture to be stored in a locked bedroom(s) between leases. CBS prefers that all belongings be removed from the unit, so that all rooms can be cleaned, inspected, damages repaired and charges assessed to the Outgoing Residents. CBS will not clean, inspect, repair damages, etc. in an "as-is" bedroom. It is the responsibility of the Incoming and Outgoing Residents to come to an agreement regarding any damages/charges. (Damages will be assessed by CBS at the Incoming Residents' lease termination.) CBS is not responsible for any items being stored in the "As-Is" bedroom. Any items being in stored in the bedroom must be in place prior to the lease termination of the Outgoing Residents. The Outgoing Residents will give the Incoming Residents the bedroom key after locking the bedroom door. CBS will not be responsible for this key. The Incoming Residents may only access this room once the Incoming Residents have checked-in and received the Move-In Packet. An "As-Is" Bedroom Agreement must be signed by all Incoming and Outgoing Residents and must be posted on the "As-Is" bedroom door prior to the Outgoing Residents' lease termination. CBS reserves the right to require the "As-Is Bedroom Agreement to be picked up in-person, at the CBS Office, during regular business hours. CBS, at its sole discretion, may prohibit the use of "As-Is" Bedroom Agreements.

Please refer to your lease and Resident Handbook for more information.

Mold Addendum

Premises

Lease Dated

This Mold Addendum is incorporated by reference in the above lease and supplements the following lease provision:

MOLD AND MILDEW

Resident acknowledges that it is necessary for Resident to, and Resident shall, provide appropriate climate control, keep the Premises clean, prevent the accumulation of moisture, and take other reasonable measures to control and prevent the growth of mold and mildew in the Premises. Resident agrees to clean and dust the Premises on a regular basis and to remove visible moisture accumulation on the windows, walls and other surfaces as soon as reasonably possible. Resident agrees not to block or cover any of the heating, ventilation or air conditioning ducts in the premises. **Resident shall keep any dehumidifier provided or installed by Landlord in continuous operation.** Resident agrees to immediately report to Landlord: **(A)** any evidence of a water leak or excessive moisture in the premises, as well as any storage room or other common area; **(B)** any evidence of mold- or mildew-like growth that Resident is unable to remove by simply applying a common household cleaner and wiping the area; **(C)** any failure or malfunction in any heating, ventilation, air conditioning, laundry or dehumidifier systems or appliances in the premises; and **(D)** any inoperable doors or windows. Resident further agrees that Resident shall be responsible for damage to the premises and Resident's property as well as injury to tenants and others resulting from Resident's failure to comply with the terms of this clause.

1. **WHAT MOLDS ARE.** Molds are organisms that may be found indoors and outdoors. They are part of the natural environment and play an important role in the environment by breaking down and digesting organic material, such as dead leaves. Also called fungi or mildew, molds are neither plants nor animals; they are part of the kingdom Fungi. Molds can multiply by producing microscopic spores (2 - 100 microns [µm] in diameter), similar to the seeds produced by plants. Many spores are so small they easily float through the air and can be carried for great distances by even the gentlest breezes. The number of mold spores suspended in indoor and outdoor air fluctuates from season to season, day to day and even hour to hour. Mold spores are ubiquitous; they are found both indoors and outdoors. Mold spores cannot be eliminated from indoor environments. Some mold spores will be found floating through the air and in settled dust; however, they will not grow if moisture is not present. Mold is not usually a problem indoors — unless mold spores land on a wet or damp spot and begin growing. As molds grow they digest whatever they are growing on. Unchecked mold growth can: Damage buildings and furnishings; Rot wood; Damage drywall; Cause structural damage to buildings; Cause cosmetic damage, such as stains, to furnishings. The potential human health effects of mold are also a concern. It is important, therefore, to prevent mold from growing indoors. <https://www.epa.gov/mold/mold-course-chapter-1#Chapter1Lesson1>

2. **PREVENTING MOLD BEGINS WITH THE RESIDENT:** In order to minimize the potential for mold, mildew and similar ("mold") growth in the dwelling, Resident ("you") agree to do the following:

- **KEEP THE DWELLING AND PERSONAL PROPERTY CLEAN AND DRY, PARTICULARLY THE KITCHEN, THE BATHROOM(S), BASEMENTS, CARPETS AND FLOORS.** Without limitation, you agree to: Regularly vacuum, dust, mop, and use a household cleaner to clean hard surfaces to remove the household dirt and debris that harbor mold or food for mold; Immediately throw away moldy foods and food or drink containers; Clean bathrooms, kitchens, and basements, where moisture is likely to accumulate, frequently; Not bring personal property that may contain mold, especially "soft possessions" such as sofas, mattresses and pillows, into the premises; Launder and clean regularly, and keep dry and avoid air drying indoors, personal property, including clothing and textiles; Keep closet doors ajar; Avoid excessive amounts of indoor plants; Use and regularly empty dehumidifiers, if present; Use fans, if present.
- **PROMPTLY REMOVE, AND TAKE STEPS TO PREVENT, VISIBLE MOISTURE ACCUMULATION ON WINDOWS, WALLS CEILINGS, FLOORS AND OTHER SURFACES.** Without limitation you agree to: Look for and notify Landlord in writing of leaks, including in faucets, toilets, refrigerators, washing machine hoses and discharge lines – especially if the leak is large enough for water to infiltrate into nearby walls; Turn on any exhaust fans in the bathroom and kitchen before showering or cooking; When showering, keep the shower curtain inside the tub or fully close the shower doors; Wipe moisture off of shower walls, shower doors, the bathtub and the bathroom floor; Leave the bathroom door open until all moisture on the mirrors and bathroom walls and tile surfaces has dissipated; Hang up clothes, towels and bath mats so they will completely dry out. Even small amounts of water, such as condensation in a bathroom or around a window sill, can be enough for mold to grow.
- **USE AIR CONDITIONING (WHERE AVAILABLE) AND HEATING SYSTEMS REASONABLY AND PROPERLY TO MAINTAIN TEMPERATURE AND HUMIDITY CONTROL WITHIN THE DWELLING. PROMPTLY NOTIFY LANDLORD IN**

WRITING ABOUT ANY AIR CONDITIONING OR HEATING SYSTEM PROBLEMS YOU DISCOVER. Without limitation, you agree to: Not keep windows or exterior doors open when air conditioning or heating systems are in operation; Not keep windows or exterior doors open during wet weather events; Not leave rooms closed and unattended for extended periods. Periodically opening windows and doors on days when air conditioning and heating systems are turned off and the outdoor weather is dry (i.e., humidity is below 50 percent) may help reduce humidity in the dwelling.

- LOOK FOR AND PROMPTLY NOTIFY LANDLORD IN WRITING ABOUT ANY SIGNS OF WATER LEAKS, CONDENSATION, WATER INFILTRATION, OR MOLD THAT CANNOT BE REMOVED WITH A HOUSEHOLD CLEANER IN THE PROCESS OF ORDINARY HOUSEHOLD CLEANING: Signs of water leaks or infiltration may include musty odors, loose or missing grout or caulk, and discoloration of walls, baseboards, doors, window frames, ceilings. Landlord will respond in accordance with applicable law and the lease to repair or remedy the situation as necessary. Depending on the situation, Landlord's response may include providing you with resources such as cleaning and laundering instructions and/or a list of cleaning contractors. You agree to cooperate with any mold remediation by Landlord, including but not limited to by complying with self-cleaning, laundering and dry-cleaning directions provided to you.

3. RESIDENT RESPONSIBLE FOR PERSONAL PROPERTY AND DAMAGES: Without limitation, you agree to be responsible for the cost of any mold remediation resulting from your failure to comply with applicable law, the above lease provision, or the terms of this Mold Addendum, including but not limited to the cost of any cleaning, disposal or replacement of your personal property that is affected by mold. Landlord may conduct any such remediation and disposal and charge the cost to you in the same manner as costs of repairs under the lease. You additionally agree that you are responsible for damage to the building, the premises, and personal property, as well as injury to you and others, resulting from your failure to comply with the above lease provision or the terms of this Mold Addendum.

4. RELOCATION AND/OR TERMINATION OF TENANCY: Landlord reserves the right to require you to relocate (temporarily or permanently), and/or to terminate the tenancy, and you agree to vacate the premises or any portion of the premises if directed by Landlord, in the event Landlord in its sole judgment determines that (i) there is mold or mildew present in the dwelling unit which may pose a safety or health hazard to you or other persons; (ii) your actions or inactions are causing a condition which is conducive to mold growth; and/or (iii) any mold remediation or related repairs cannot reasonably be conducted while the premises or such portion of the premises is occupied.

5. COMPLIANCE: Complying with this Mold Addendum is a material requirement of the lease, will help prevent mold growth in your dwelling, and both you and we will be able to respond correctly if problems develop that could lead to mold growth. If you have questions regarding moisture, mold in the dwelling, or this Mold Addendum, please contact us. If you fail to comply with the above lease provision or this Mold Addendum, you can be held responsible for property damage and any health problems that may result. We cannot fix problems in your dwelling unless we are aware of said problems.

WITNESS THE FOLLOWING SIGNATURE(S) AND SEAL(S):

Resident:

Print Name

Signature

Date

Print Name

Signature

Date

CBS Rentals LLC, Landlord or Agent By: _____ **Date** _____