



Iowa Association of REALTORS®
RESIDENTIAL LEASE



GRTD Investments, LLC

(“Landlord”) and

(“Tenant”) agree as follows:

1. PROPERTY:

A. Landlord rents to Tenant and Tenant rents from Landlord, the real property and improvements described as: (Premises).

B. The following personal property is included: None

2. TERM: The term begins on (date) (“Commencement Date”), (Check A or B):

[ ] A. Month-to-month: and continues as a month-to-month tenancy. Either party may terminate the tenancy by giving written notice to the other at least 30 days prior to the intended termination date, subject to any applicable local laws. Such notice may be given on any date.

[ ] B. Lease: and shall terminate on (date) at AM/ PM. Any holding over after the term of this Agreement expires, with Landlord's consent, shall create a month-to-month tenancy which either party may terminate as specified in paragraph 2A. Rent shall be at a rate equal to the rent for the immediately preceding month, unless otherwise notified by Landlord, payable in advance. All other terms and conditions of this Agreement shall remain in full force and effect.

3. RENT:

A. Tenant agrees to pay rent at the rate of \$ per month for the term of the Agreement.

B. Rent is payable in advance on the 1st (or ) day of each calendar month, and is delinquent on the next day.

C. If Commencement Date falls on any day other than the first day of the month, rent shall be prorated based on a 30-day period. If Tenant has paid one full month's rent in advance of Commencement Date, rent for the second calendar month shall be prorated based on a 30-day period.

D. PAYMENT: The rent shall be paid to (name) GRTD Investments, at (address) 3250 Kennedy Circle Suite 7, Dubuque, IA 52002, or at any other location specified by Landlord in writing to Tenant.

4. SECURITY DEPOSIT:

A. Tenant agrees to pay \$ as a security deposit. Security deposit will be held in an Owner's account.

B. All or any portion of the security deposit may be used, as reasonably necessary, to: (1) cure Tenant's default in payment of rent, Late Charges, NSF fees, or any other sums due; (2) repair damage, excluding ordinary wear and tear, caused by Tenant or by a guest or licensee of Tenant; (3) clean Premises, if necessary, upon termination of tenancy; and (4) replace or return personal property or appurtenances. SECURITY DEPOSIT SHALL NOT BE USED BY TENANT IN LIEU OF PAYMENT OF LAST MONTH'S RENT. If all or any portion of the security deposit is used during tenancy, Tenant agrees to reinstate the total security deposit within five days after written notice is delivered to Tenant. Within 30 days after Tenant vacates the Premises, returns keys and leaves forwarding address, Landlord shall (1) furnish Tenant an itemized statement indicating the amount of any security deposit received and the basis for its disposition, and (2) return any remaining portion of security deposit to Tenant.

C. If security deposit is held by Owner, Tenant agrees not to hold Broker responsible for its return. If security deposit is held in Owner's Broker's trust account, and Broker's authority is terminated before expiration of this Agreement, and security deposits are released to someone other than Tenant, then Broker shall notify Tenant, in writing, where and to whom security deposit has been released. Once Tenant has been provided such notice, Tenant agrees not to hold Broker responsible for security deposit.

5. MOVE-IN COSTS RECEIVED/DUE:

Table with 5 columns: Category, Total Due, Payment Received, Balance Due, Date Due. Rows include Rent from to (date), \*Security Deposit, Other, Other, and Total.

Tenant and Landlord acknowledge receipt of copy of this page, which constitutes Page 1 of 5 Pages.

Tenant's Initials ( ) ( ) Landlord's Initials ( ) ( )

6. **PARKING: (Check A or B)**  
 A. Parking is permitted as follows: \_\_\_\_\_  
 The right to parking  is,  is not, included in the rent charged pursuant to paragraph 3. If not included in the rent, the parking rental fee shall be an additional \$ \_\_\_\_\_ per month. Parking space(s) are to be used for parking operable motor vehicles, except for trailers, boats, campers, buses or trucks (other than pick-up trucks). Tenant shall park in assigned space(s) only. Parking space(s) are to be kept clean. Vehicles leaking oil, gas or other motor vehicle fluids shall not be parked on the Premises. Mechanical work or storage of inoperable vehicles is not allowed in parking space(s) or elsewhere on the Premises.
- OR  B. Parking is not allowed on the Premises.
7. **STORAGE: (Check A or B)**  
 A. Storage is permitted as follows: \_\_\_\_\_  
 The right to storage space  is,  is not, included in the rent charged pursuant to paragraph 3. If not included in rent, storage space shall be an additional \$ \_\_\_\_\_ per month. Tenant shall store only personal property that Tenant owns, and shall not store property that is claimed by another or in which another has any right, title, or interest. Tenant shall not store any improperly packaged food or perishable goods, flammable materials, explosives, or other inherently dangerous material.
- OR  B. Storage is not permitted on the Premises.
8. **LATE CHARGES/NSF CHECKS:** Tenant acknowledges that either late payment of rent or issuance of a non-sufficient funds "NSF" check may cause Landlord to incur costs and expenses. If any installment of rent due from Tenant is not received by Landlord within 5 (or  \_\_\_\_\_) calendar days after the due date, or if a check is returned NSF, Tenant shall pay to Landlord, respectively, an additional sum of:  Rent \$700 or less per month \$ \_\_\_\_\_/day (not to exceed \$12/day or \$60/month)  
 Rent over \$700 per month \$ \_\_\_\_\_/day (not to exceed \$20/day or \$100/per month) as Late Charge and \$25.00 as a NSF fee, either or both of which shall be deemed additional rent. Landlord and Tenant agree that these charges represent a fair and reasonable estimate of the costs Landlord may incur by reason of Tenant's late or NSF payment. Any Late Charge or NSF fee due shall be paid with the current installment of rent. Landlord's acceptance of any Late Charge or NSF fee shall not constitute a waiver as to any default of Tenant. Landlord's right to collect a Late Charge or NSF fee shall not be deemed an extension of the date rent is due under paragraph 3, or prevent Landlord from exercising any other rights and remedies under this Agreement, and as provided by law.
9. **CONDITION OF PREMISES:** Tenant has examined Premises, all furniture, furnishings, appliances and landscaping, if any, and fixtures, including smoke detector(s).  
**(Check one:)**  
 A. Tenant acknowledges that these items are clean and in operative condition, with the following exceptions \_\_\_\_\_
- OR  B. Tenant's acknowledgment of the condition of these terms is contained in an attached statement of condition.
- OR  C. Tenant will provide Landlord a list of items which are damaged or not in operable condition within 3 (or  7) days after Commencement Date, not as a contingency of this Agreement but rather as an acknowledgment of the condition of the Premises.
- OR  D. Other: \_\_\_\_\_
10. **NEIGHBORHOOD CONDITIONS:** Tenant is advised to satisfy him or herself as to neighborhood or area conditions, including schools, proximity and adequacy or law enforcement, crime statistics, registered felons or offenders, fire protection, other governmental services, proximity to commercial, industrial or agricultural activities, existing and proposed transportation, construction and development which may affect noise, view, or traffic, airport noise, noise or odor from any source, wild and domestic animals, other nuisances, hazards, or circumstances, facilities and condition of common areas, conditions and influences of significance to certain cultures and/or religions, and personal needs, requirements and preferences of Tenant.
11. **UTILITIES:** Tenant agrees to pay for all utilities and services, and the following charges: \_\_\_\_\_  
 except \_\_\_\_\_, which shall be paid for by Landlord. If any utilities are not separately metered, Tenant shall pay Tenant's proportional share, as reasonably determined by Landlord.
12. **OCCUPANTS:** The Premises are for the sole use as a personal residence by the following named persons only: \_\_\_\_\_
13. **PETS:** No animal or pet shall be kept on or about the Premises without Landlord's prior written consent, except \_\_\_\_\_
14. **RULES/REGULATIONS:** Tenant agrees to comply with all rules and regulations of Landlord. Tenant shall not, and shall ensure that guests and licensees of Tenant shall not, disturb, annoy, endanger, or interfere with other tenants of the building or neighbors, or use the Premises for any unlawful purposes, including, but not limited to, using, manufacturing, selling, storing, or transporting illicit drugs or other contraband, or violate any law or ordinance, or commit a waste or nuisance on or about the Premises.
15. **CONDOMINIUM/PLANNED UNIT DEVELOPMENT:**  (If checked) The Premises is a unit in a condominium, planned unit, or other development governed by an owner's association. The name of the owner's association is \_\_\_\_\_  
 Tenant agrees to comply with all covenants, conditions and restrictions, by-laws, rules and regulations and decisions of owner's association. Landlord shall provide Tenant copies of rules and regulations, if any. Tenant shall reimburse Landlord for any fines or charges imposed by owner's association or other authorities, due to any violation by Tenant, or the guests or licensees of Tenant.

Tenant and Landlord acknowledge receipt of copy of this page, which constitutes Page 2 of 5 Pages.

Tenant's Initials (\_\_\_\_\_) (\_\_\_\_\_) Landlord's Initials (\_\_\_\_\_) (\_\_\_\_\_)



16. **MAINTENANCE:**

A. Tenant shall properly use, operate, and safeguard Premises, including if applicable, any landscaping, furniture, furnishings, and appliances, and all mechanical, electrical, gas and plumbing fixtures, and keep them clean and sanitary. Tenant shall immediately notify Landlord, in writing, of any problem, malfunction or damage. Tenant shall pay for all repairs or replacements caused by Tenant, or guests and invitees of Tenant, excluding ordinary wear and tear. Tenant shall pay for all damage to Premises as a result of failure to report a problem in a timely manner. Tenant shall pay for repair of drain blockages or stoppages, unless caused by defective plumbing or tree roots invading sewer lines.

B. Landlord and Tenant may agree that Tenant may perform repairs, alterations, remodeling, or maintenance tasks and may also maintain the garden, landscaping, trees and shrubs by a separate document signed by the parties, supported by adequate consideration.

17. **ALTERATIONS:** Tenant shall not make any alterations in or about the Premises, without Landlord's prior written consent, including: painting, wallpapering, adding or changing locks, installing antenna or satellite dish, placing signs, displays or exhibits, or using screws, fastening devices, large nails or adhesive materials.

18. **KEYS/LOCKS:**

A. Tenant acknowledges receipt of (or Tenant will receive  prior to the Commencement Date, or  \_\_\_\_\_):  
 \_\_\_\_\_ key(s) to Premises,  \_\_\_\_\_ remote control device(s) for garage door/gate opener(s).  
 \_\_\_\_\_ keys(s) to mailbox,  \_\_\_\_\_  
 \_\_\_\_\_ keys(s) to common area(s),  \_\_\_\_\_

B. Tenant acknowledges that locks to the Premises  have,  have not, been re-keyed.

C. If Tenant re-keys existing locks or opening devices, Tenant shall immediately deliver copies of all keys to Landlord. Tenant shall pay all costs and charges related to loss of any keys or opening devices. Tenant may not remove locks, even if installed by Tenant.

19. **ENTRY:** Tenant shall make Premises available to Landlord or representative for the purpose of entering to make necessary or agreed repairs, decorations, alterations, or improvements, or to supply necessary or agreed services, or to show Premises to prospective or actual purchasers, tenants, mortgagees, lenders, appraisers, or contractors. Landlord and Tenant agree that twenty-four hours notice (oral or written) shall be reasonable and sufficient notice. In an emergency, Landlord or representative may enter Premises at any time without prior notice.

20. **SIGNS:** Tenant authorizes Landlord to place For Sale/Lease signs on the Premises.

21. **ASSIGNMENT/SUBLETTING:** Tenant shall not sublet all or any part of Premises, or assign or transfer this Agreement or any interest in it, without prior written consent of Landlord. Unless such consent is obtained, any assignment, transfer or subletting of Premises or this Agreement or tenancy, by voluntary act of Tenant, operation of law, or otherwise, shall be null and void, and, at the option of Landlord, terminate this Agreement. Any proposed assignee, transferee or sublessee shall submit to Landlord an application and credit information for Landlord's approval, and, if approved, sign a separate written agreement with Landlord and Tenant. Landlord's consent to any one assignment, transfer, or sublease, shall not be construed as consent to any subsequent assignment, transfer or sublease, and does not release Tenant of Tenant's obligation under this Agreement.

22. **LEAD PAINT (CHECK IF APPLICABLE):** Premises was constructed prior to 1978. In accordance with federal law, Landlord gives, and Tenant acknowledges receipt of, the disclosures and the federally approved lead pamphlet.

23. **POSSESSION:** If Landlord is unable to deliver possession of Premises on Commencement Date, such Date shall be extended to date on which possession is made available to Tenant. If Landlord is unable to deliver possession within 5 (or  \_\_\_\_\_) calendar days after agreed Commencement Date, Tenant may terminate this Agreement by giving written notice to Landlord, and shall be refunded all rent and security deposit paid.

24. **TENANT'S OBLIGATIONS UPON VACATING PREMISES:** Upon termination of Agreement, Tenant shall: (a) give Landlord all copies of all keys or opening devices to Premises, including any common areas; (b) vacate Premises and surrender it to Landlord empty of all persons; (c) vacate any/all parking and/or storage space; (d) clean and deliver Premises to Landlord in the same condition as referenced in paragraph 9; (e) remove all property and possessions. Tenant agrees any property left after vacating premises shall be considered abandoned by all parties and consents to removal and disposal of property. Landlord may charge reasonable fees and take out of security deposit or charge tenant directly; (f) give written notice to Landlord or Tenant's forwarding address, and (g)

\_\_\_\_\_.  
All improvements installed by Tenant, with or without Landlord's consent, become the property of Landlord upon termination.

25. **BREACH OF CONTRACT/EARLY TERMINATION:** In addition to any obligations established by paragraph 24, in event of termination by Tenant prior to completion of the original term of Agreement, Tenant shall also be responsible for lost rent, rental commissions, advertising expenses, and painting costs necessary to ready Premises for re-rental.

26. **TEMPORARY RELOCATION:** Tenant agrees, upon demand of Landlord, to temporarily vacate Premise for a reasonable period, to allow for fumigation, or other methods, to control wood destroying pests or organisms, or other repairs to Premises. Tenant agrees to comply with all instructions and requirements necessary to prepare Premises to accommodate pest control, fumigation or other work, including bagging or storage of food and medicine, and removal of perishables and valuables. Tenant shall only be entitled to a credit of rent equal to the per diem rent for the period of time Tenant is required to vacate Premises.

27. **DAMAGE TO PREMISES:** If, by no fault of Tenant, Premises are totally or partially damaged or destroyed by fire, earthquake, accident or other casualty, which render Premises uninhabitable, either Landlord or Tenant may terminate Agreement by giving the other written notice. Rent shall be abated as of date of damage. The abated amount shall be the current monthly rent prorated on a 30-day basis. If Agreement is not terminated, Landlord shall promptly repair the damage, and rent shall be reduced based on the extent to which the damage interferes with Tenant's reasonable use of Premises. If damage occurs as a result of an act of Tenant or Tenant's guests, only Landlord shall have the right of termination, and no reduction in rent shall be made. Tenant may be charged with criminal mischief under Iowa Code 716.

Tenant and Landlord acknowledge receipt of copy of this page, which constitutes Page 3 of 5 Pages.

Tenant's Initials (\_\_\_\_\_) (\_\_\_\_\_) Landlord's Initials (\_\_\_\_\_) (\_\_\_\_\_)

28. **INSURANCE:** Tenant's personal property and vehicles are not insured by Landlord or, if applicable, owner's association, against loss or damage due to fire, theft, vandalism, rain, water, criminal or negligent acts of others, or any other cause. Tenant is to carry Tenant's own insurance (Renter's Insurance) to protect Tenant from any such loss.

29. **WATERBEDS:** Tenant's shall not use or have waterbeds on the Premises unless: (a) Tenant obtains a valid waterbed insurance policy; (b) Tenant increases the security deposit in an amount equal to one-half of one month's rent; and (c) the bed conforms to the floor load capacity of Premises.

30. **WAIVER:** The waiver of any breach shall not be construed as a continuing waiver of the same or any subsequent breach.

31. **NOTICE:** Notices may be served at the following address, or at any other location subsequently designated:

Landlord: GRTD Investments, LLC 3250 Kennedy Circle Tenant: \_\_\_\_\_  
Suite 7, Dubuque, IA 52002 \_\_\_\_\_

32. **JOINT AND INDIVIDUAL OBLIGATIONS:** If there is more than one Tenant, each one shall be individually and completely responsible for the performance of all obligations of Tenant under this Agreement, jointly with every other Tenant, and individually, whether or not in possession.

33. **TENANT REPRESENTATIONS; CREDIT:** Tenant warrants that all statements in Tenant's rental application are accurate. Tenant authorizes Landlord and Broker(s) to obtain Tenant's credit report at time of application and periodically during tenancy in connection with approval, modification, or enforcement of this Agreement. Landlord may cancel this Agreement, (a) before occupancy begins, upon disapproval of the credit report(s), or (b) at any time, upon discovering that information in Tenant's application is false. A negative credit report reflecting on Tenant's record may be submitted to a credit reporting agency if Tenant fails to fulfill the terms of payment and other obligations under this Agreement.

34. **OTHER TERMS AND CONDITIONS/SUPPLEMENTS:** Owner is a licenses Realtor. If utilities revert back to owners name at any time it will be grounds for eviction.

The following ATTACHED supplements are incorporated in this Agreement: Bed bug addendum, no smoking addendum, crime free addendum.

35. **ENTIRE CONTRACT:** Time is of the essence. All prior agreements between Landlord and Tenant are incorporated in this Agreement which constitutes the entire contract. It is intended as a final expression of the parties' agreement, and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. The parties further intend that this Agreement constitutes the complete and exclusive statement of its terms, and that no extrinsic evidence whatsoever may be introduced in any judicial or other proceeding, if any, involving this Agreement. Any provision of this Agreement which is held to be invalid shall not affect the validity or enforceability of any other provision in this Agreement.

36. **AGENCY:** The following agency relationship(s) are hereby confirmed for this transaction:

Listing Agent: (Print firm name) \_\_\_\_\_ is the agent of

(check one):  the Landlord exclusively; or  both the Landlord and Tenant.

Leasing Agent: (Print firm name) \_\_\_\_\_ (if not same as Listing Agent) is the agent of

(check one):  the Tenant exclusively; or  the Landlord exclusively; or  both the Tenant and Landlord.

37. **INTERPRETER/TRANSLATOR:** The terms of this Agreement have been interpreted/translated for Tenant into the following language: \_\_\_\_\_

Interpretation/translation service has been provided by (print name) \_\_\_\_\_, who has the following Driver's License or other identification number: \_\_\_\_\_

Tenant has been advised to rely on, and has in fact solely relied on the interpretation/translation services of the above-named individual, and not on the Landlord or other person involved in negotiating the Agreement.

38. **CRIMINAL CHARGE POSSIBILITY:** Tenant understands if unit is deliberately or negligently destroyed, defaced, damaged, impaired, or a part of premise is removed by anyone, and the action was intentional, landlord/owner shall criminally charge tenants with criminal mischief as provided in Iowa Code 716.

39. **SEVERABILITY:** If any provision of this Agreement or the application thereof shall, for any reason and to any extent, be invalid or unenforceable, neither the remainder of this Agreement nor the application of the provision to other persons, entities, or circumstances shall be affected thereby, but instead shall be enforced to the maximum extent permitted by law.

Signature of interpreter/translator \_\_\_\_\_ Date \_\_\_\_\_

Tenant and Landlord acknowledge receipt of copy of this page, which constitutes Page 4 of 5 Pages.

Tenant's Initials (\_\_\_\_) (\_\_\_\_) Landlord's Initials (\_\_\_\_) (\_\_\_\_)

Landlord and Tenant acknowledge and agree that Brokers: (a) Do not guarantee the condition of the Premises; (b) Cannot verify representations made by others; (c) Cannot provide legal or tax advice; (d) Will not provide other advice or information that exceeds the knowledge, education or experience required to obtain a real estate license. Furthermore, if Brokers are not also acting as Landlord in this Agreement, Brokers (e) Do not decide what rental rate a Tenant should pay or Landlord should accept; and (f) Do not decide upon the length or other terms of tenancy. Landlord and Tenant agree that they will seek legal, tax insurance, and other desired assistance from appropriate professionals.

Tenant \_\_\_\_\_ Date \_\_\_\_\_

Tenant \_\_\_\_\_ Date \_\_\_\_\_

Landlord \_\_\_\_\_ Date \_\_\_\_\_  
(owner or agent with authority to enter into this lease)

Landlord \_\_\_\_\_ Date \_\_\_\_\_  
(owner or agent with authority to enter into this lease)

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Agency relationships are confirmed as above. Real estate brokers who are not also Landlord in this Agreement are not a party to the Agreement between Landlord and Tenant.

Real Estate Broker \_\_\_\_\_ By \_\_\_\_\_ Date \_\_\_\_\_  
(Leasing Firm Name)

Address \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Real Estate Broker \_\_\_\_\_ By \_\_\_\_\_ Date \_\_\_\_\_  
(Listing Firm Name)

Address \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Tenant and Landlord acknowledge receipt of copy of this page, which constitutes Page 5 of 5 Pages



## E35-Disclosure Form-Rental

Address of Target Housing Unit:

**Home Rental--Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards - Lead Warning Statement:** *Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention.*

**Lessor's Disclosure (this section is completed by the lessor (owner) of the property)**

- (a) Presence of lead-based paint and/or lead-based paint hazards (**check (i) or (ii) below**):
  - (i) Known lead-based paint and/or lead-based paint hazards are present in the housing (**explain**):

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  - (ii) \_\_\_ Lessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.
- ((b) Records and reports available to the lessor (**check (i) or (ii) below**):
  - (i) Lessor has provided the lessee with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (**list documents below**):

Name of Document(s)	Inspector/Author	Date of Document
i) Lessor has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.		

**Lessee's Acknowledgement (initial)**

- (c) \_\_\_ Lessee has received copies of all information listed above.
- (d) \_\_\_ Lessee has received the pamphlet *Protect Your Family from Lead in Your Home*.

**Agent's Acknowledgement (initial)** (There may or may not be an Agent involved in a rental transaction. A direct employee of the lessor (owner) is NOT an Agent. An agent is any party who enters into a contract with a lessor, or a representative of the lessor, for the purpose of leasing target housing. If an Agent is involved, then the Agent initials at (e).)

- (e) \_\_\_ Agent has informed the lessor of the lessor's obligations under 42 U.S.C.4852d and is aware of his/her responsibility to ensure compliance.

**Certification of Accuracy**

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

**Lessor, lessor's direct employee, or lessor's authorized agent signs and dates on the line for Lessor.**

\_\_\_\_\_  
Signature of Lessor                      Date

\_\_\_\_\_  
Dennis Buchheit  
Printed Name of Lessor

\_\_\_\_\_  
Signature of Lessor                      Date

\_\_\_\_\_  
Printed Name of Lessor

\_\_\_\_\_  
Signature of Lessee                      Date

\_\_\_\_\_  
Printed name of Lessee

\_\_\_\_\_  
Signature of Lessee                      Date

\_\_\_\_\_  
Printed Name of Lessee

\_\_\_\_\_  
Signature of Agent                      Date

\_\_\_\_\_  
Printed name of Agent

\_\_\_\_\_  
Signature of Agent                      Date

\_\_\_\_\_  
Printed Name of Agent

**The lessee signs the form LAST.** The lessee signs and dates the completed form after the lessor and agent (if there is an agent involved in the transaction) have completed, signed and dated the form. The form must be completed and signed by all parties prior to the date on which the lessee becomes obligated under contract to lease the housing. The lessor must retain a copy of the completed form for a minimum of three years.

## Bed Bug Addendum

The goal of this Addendum is to protect the quality of the rented unit's environment from the affects of bed bugs by providing sufficient information and instructions. It is also the goal of this Addendum to clearly set forth the responsibilities of each of the parties to the rental agreement.

- Resident acknowledges that they have received and read the pamphlet "Don't Let the Bed Bugs Bite" which outlines how to detect bed bugs, how they spread, how to prevent bed bugs, pest management, preparation for pest management and responsibilities of resident, landlord and the pest management professional.
- Resident acknowledges the Owner/Agent has inspected the unit and is not aware of any bed bug infestation.
- Resident agrees that all furnishings and personal properties that will be moved into the premises will be free of bed bugs.

Resident hereby agrees to prevent and control possible infestation by adhering to the below list of responsibilities:

1. Check for hitch-hiking bed bugs. If you stay in a hotel or another home, inspect your clothing, luggage, shoes and personal belongings for signs of bed bugs before re-entering your apartment. Check backpacks, shoes and clothing after using public transportation or visiting theaters. After guests visit make sure to inspect beds, bedding and upholstered furniture for signs of bed bug infestation.
2. Resident shall report any problems immediately to Owner/Agent. Even a few bed bugs can rapidly multiply to create a major infestation that spread to other units.
3. Resident shall cooperate with pest control efforts. If your unit or a neighbor's unit is infested, a pest management professional may be called in to eradicate the problem. Your unit must be properly prepared for treatment. Resident must comply with recommendations and requests from the pest management specialist prior to professional treatment including but not limited to:
  - Placing all bedding, drapes, curtains and small rugs in bags for transport to laundry or dry cleaners.
  - Heavily infested mattresses are not salvageable and must be sealed in plastic and disposed of properly.
  - Empty dressers, night stands and closets. Remove all items from floors; bag all clothing, shoes, boxes, toys, etc. Bag and tightly seal washable and non-washable items separately. Used bags must be disposed of properly.
  - Vacuum all floors, including inside closets. Vacuum all furniture including inside drawers and nightstands. Vacuum mattresses and box springs. Carefully remove vacuum bags sealing them tightly in plastic and discarding of properly.
  - Wash all machine-washable bedding, drapes and clothing etc on the hottest water temperature and dry on the highest heat setting. Take other items to the dry cleaner making sure to inform the dry cleaner that the items are infested with bed bugs. Discard any items that cannot be decontaminated.
  - Move furniture toward the center of the room so that technicians can easily treat carpet edges where bed bugs congregates, as well as walls and furniture surfaces. Be sure to leave easy access to closets.
4. Resident agrees to reimburse the Owner/Agent for expenses including but not limited to attorney fees and pest management fees that Owner/Agent may incur as a result of infestation of bed bugs in the apartment.
5. Resident agrees to hold the Owner/Agent harmless from any actions, claims, losses, damages and expenses that may incur as a result of a bed bug infestation.
6. It is acknowledged that the Owner/Agent shall not be liable for any loss of personal property to the resident as a result of an infestation of bed bugs. Resident agrees to have personal property insurance to cover such losses.

By signing below, the undersigned Resident(s) agree and acknowledge having read and understood this addendum.

Resident Signature

Date

Resident Signature

Date

Resident Signature

Date

Resident Signature

Date

Owner/Agent

Date

**CRIME FREE LEASE ADDENDUM**

In consideration of the execution or renewal of a lease of the dwelling unit identified in the lease, Owner and Resident agree as follows:

1. Resident, any members of the resident’s household or a guest or other person under the resident’s control shall not engage in criminal activity, including drug-related criminal activity, on or near said premises. “Drug-related criminal activity” means the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use a controlled substance.
2. Resident, any member of the resident’s household or a guest or other person under the resident’s control shall not engage in any act intended to facilitate criminal activity, including drug-related criminal activity, on or near the said premises.
3. Resident or members of the household will not permit the dwelling unit to be used for or to facilitate criminal activity. Including drug-related criminal activity, regardless of whether the individual engaging in such activity is a member of the household, or a guest.
4. Resident, an member or the resident’s household or a guest, or another person under the resident’s control shall not engage in the unlawful manufacturing, selling, using, storing, keeping, or giving of a controlled substance at any location, whether on or near the dwelling unit premises or otherwise.
5. Resident, any member of the resident’s household, or a guest or another persona under the resident’s control shall not engage in any illegal activity including but not limited to prostitution, criminal street gang activity, threatening or intimidating, assault. Including but not limited to the unlawful discharge of firearms, on or near the dwelling unit premises or any breach of the lease agreement that otherwise jeopardizes the health, safety and welfare of the landlord his agent or other tenant involving imminent or actual serious property damage.
6. Violation of the above provisions shall be a material and irreparable violation of the lease and good cause for immediate termination of tenancy. A single violation of any of the provisions of this added addendum shall be deemed a serious violation and a material and irreparable non-compliance. It is understood that a single violation shall be good cause for immediate termination of the lease. Unless otherwise provided by law, proof of violation shall not require criminal conviction, but shall be by a preponderance of the evidence.
7. In case of conflict between the provisions of this addendum any other provisions of the lease, the provisions of the addendum shall govern.
8. The lease addendum is incorporated into the lease executed or renewed this day between Owner and Resident.

Property Address: \_\_\_\_\_

\_\_\_\_\_  
Date  
Landlord

\_\_\_\_\_  
Date  
Tenant

\_\_\_\_\_  
Date  
Landlord

\_\_\_\_\_  
Date  
Tenant

\_\_\_\_\_  
Date  
Tenant



## No Smoking Lease Addendum

Reference is hereby made to a lease and/or tenancy at will agreement ("Lease") by and between the Tenant and the Landlord. The following additional provisions shall be fully applicable to the Lease and made part thereof as though included within the Lease itself.

**DEFINITIONS:** Smoking shall include the inhaling, exhaling, breathing, carrying or possession of any lighted cigarette, cigar, pipe, other product containing any amount of tobacco, or other similar lighted product.

**NO SMOKING RULE:** No Tenant shall smoke in his/her unit or anywhere on the property. Tenant shall not allow his/her family members, occupants, invitees or guests to smoke in the Tenant's unit or anywhere on the property. Smoking shall be prohibited throughout the entire building and grounds, including but not limited to, inside all tenants' units, hallways, stairways, foyers, common rooms and facilities, decks, patios, exterior landings, front steps, entrance ways, roof tops, fire escapes, basements, storage areas, parking areas, driveways, walkways, lawns, gardens, adjoining grounds and building facilities.

**COMPLIANCE:** Landlord shall take reasonable steps to ensure compliance with the terms and provisions of the Addendum, including the use of appropriate signage and enforcement. Tenant shall inform Tenant's guests of the no smoking rule. Tenant shall promptly give Landlord notice of any incident of smoking or migrating secondhand smoke.

**DISCLAIMER:** Tenant acknowledges the following: a) that the adoption and/or enforcement of the no smoking rule shall not make the Landlord a guarantor of Tenant's health; b) the adoption and/or enforcement of the no smoking rule shall not, in any way, change the warranty of habitability, the covenant of quiet enjoyment, or other duty of care owed to the Tenant; and c) that Landlord's ability to police, monitor, or enforce the no smoking rule is dependent in significant part on compliance by the Tenant. Landlord specifically disclaims any implied or express warranties that the building, common areas, or Tenant's premises will have any higher or improved air quality standards than any other rental property. Landlord cannot and does not warranty or promise that the unit or common areas will be free from secondhand smoke during enforcement efforts by Landlord or based on the migration of secondhand originating from off the property.

**EFFECT ON CURRENT RESIDENTS:** Tenant acknowledges that current tenants residing in the complex under a prior lease, if any, will not be immediately required to cease smoking within their apartments. As current residents move out or have their leases renewed, the smoke-free policy will become effective for their apartments.

WITNESS the execution hereof under seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Landlord

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Landlord

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Tenant



REALTOR®

# RESIDENTIAL MOVE-IN/MOVE-OUT CHECKLIST



Property: \_\_\_\_\_

Apartment: \_\_\_\_\_ Date: \_\_\_\_\_

Tenant: \_\_\_\_\_

Tenant should complete this checklist on taking possession of the apartment. Please note existence and condition of each item and sign at the bottom.

- Keys \_\_\_\_\_
- General cleanliness \_\_\_\_\_
- Kitchen tile \_\_\_\_\_
- Stove \_\_\_\_\_
- Refrigerator \_\_\_\_\_
- Ice trays \_\_\_\_\_
- Countertop \_\_\_\_\_
- Sink \_\_\_\_\_
- Cabinets \_\_\_\_\_
- Dishwasher \_\_\_\_\_
- Disposal \_\_\_\_\_
- Tub \_\_\_\_\_
- Basin \_\_\_\_\_
- Commode \_\_\_\_\_
- Medicine cabinet \_\_\_\_\_
- Bathroom tile \_\_\_\_\_
- Light fixtures \_\_\_\_\_
- Wallpaper \_\_\_\_\_
- \_\_\_\_\_
- Paint \_\_\_\_\_
- \_\_\_\_\_
- Windows \_\_\_\_\_
- \_\_\_\_\_
- Screens \_\_\_\_\_
- \_\_\_\_\_
- Floors \_\_\_\_\_
- \_\_\_\_\_
- Fireplace \_\_\_\_\_
- Air conditioning \_\_\_\_\_
- Thermostat \_\_\_\_\_
- Other \_\_\_\_\_
- \_\_\_\_\_

Manager should complete this checklist when tenant vacates premises.

- Keys \_\_\_\_\_
- General cleanliness \_\_\_\_\_
- Kitchen tile \_\_\_\_\_
- Stove \_\_\_\_\_
- Refrigerator \_\_\_\_\_
- Ice trays \_\_\_\_\_
- Countertop \_\_\_\_\_
- Sink \_\_\_\_\_
- Cabinets \_\_\_\_\_
- Dishwasher \_\_\_\_\_
- Disposal \_\_\_\_\_
- Tub \_\_\_\_\_
- Basin \_\_\_\_\_
- Commode \_\_\_\_\_
- Medicine cabinet \_\_\_\_\_
- Bathroom tile \_\_\_\_\_
- Light fixtures \_\_\_\_\_
- Wallpaper \_\_\_\_\_
- \_\_\_\_\_
- Paint \_\_\_\_\_
- \_\_\_\_\_
- Windows \_\_\_\_\_
- \_\_\_\_\_
- Screens \_\_\_\_\_
- \_\_\_\_\_
- Floors \_\_\_\_\_
- \_\_\_\_\_
- Fireplace \_\_\_\_\_
- Air conditioning \_\_\_\_\_
- Thermostat \_\_\_\_\_
- Other \_\_\_\_\_
- \_\_\_\_\_

Tenant \_\_\_\_\_

Manager \_\_\_\_\_

Date \_\_\_\_\_

Tenant \_\_\_\_\_

Manager \_\_\_\_\_

Date \_\_\_\_\_



3250 Kennedy Circle Suite 7 Dubuque, IA 52002

I, \_\_\_\_\_ (*Clients Name*), authorize GRTD Investments, LLC to initiate charge (*electronic debit*) entries for the purpose of rent, and if necessary, credit entries and adjustments for any debit entries in error to my account. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of the U.S. Law:

**Type of Bank Account:**

Checking Account

Saving Account

**Banking Information:**

FINANCIAL INSTITUTION NAME (PLEASE PRINT):

\_\_\_\_\_

ACCOUNT NUMBER AT FINANCIAL INSTITUTION:

\_\_\_\_\_

FINANCIAL INSTITUTION ROUTING NUMBER:

\_\_\_\_\_

NAME(S) ON ACCOUNT:

\_\_\_\_\_

RENT AMOUNT:

\_\_\_\_\_

WITHDRAWAL DATE:

\_\_\_\_\_

ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

**How to Revoke your Authorization:**

This authority will remain in effect until I have cancelled it in writing with GRTD Investments, LLC.

Name (Print): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*(Place voided check here)*