

# MOVE IN

## Welcome to Shippensburg Rentals LLC !

Keys can be picked up at the office after your lease date begins.  
For your convenience, below are excerpts from your lease that are important for you to understand.

### **Rent Payments**

Tenant agrees to pay the monthly rent in advance on or before the first day of each month. Tenant agrees to pay the last month's rent on or before the date of the start of the lease. Landlord does not have to ask (MAKE DEMAND UPON) tenant to pay the rent. Tenant agrees to pay rent by first class mail postage prepaid or in person to landlord at the place specified by landlord.

Tenant agrees to pay a LATE CHARGE of five dollars (\$5.00) per day if tenant does not pay the rent by the 5th of each month. The late fee of five dollars per day will be retroactive to the 1st of the month for rent received after the 5th of the month. If tenant mails the rent to landlord, the date of payment will be the date the letter is postmarked. If Tenant requests a receipt by mail, tenant must supply to landlord a self-addressed, stamped envelope.

### **Cleaning**

If the leased premise is not cleaned when you take possession, please call Shippensburg Rentals LLC immediately and we will have the unit cleaned. DO NOT CLEAN IT YOURSELF. We will not reimburse you for cleaning and you will still be responsible for leaving the unit clean when you vacate.

### **Utilities**

ALL UTILITY BILLS MUST REMAIN IN YOUR NAME, INCLUDING ELECTRIC BILLS, UNTIL YOUR EXACT LEASE EXPIRATION DATE. AT NO TIMES DURING YOUR LEASE SHOULD ANY UTILITIES BE DISCONNECTED. ELECTRIC CANNOT BE DISCONNECTED OR PUT INTO ANOTHER NAME AT ANY TIME PRIOR TO THE DATE YOUR LEASE EXPIRES. IF, DURING THE TIME OF YOUR RENTAL AGREEMENT, UTILITIES ARE TAKEN OUT OF YOUR NAME, A \$50 CHARGE WILL BE ASSESSED AND SHIPPENSBURG RENTALS LLC WILL HAVE THE SERVICE TERMINATED.

Thank you for your cooperation.