LEASE SIGNING CHECKLIST

Before you commit to renting a housing unit, you should clearly understand the responsibilities involved with each of the following terms. They should be explicitly identified in your lease. Compare any lease you are considering signing with applicable tenant-landlord laws. As you are reading through your lease, make sure the following items are addressed within the document. If some things are not addressed, be sure to ask the landlord about his or her policy regarding those items. You may also request to have items added to the lease. For questions about leases and legal issues involved in tenant-landlord relationships, contact the Student Legal Aid Office at (301) 314-7756.

**RENT**
- Amount
- Due date
- Penalty for late payment
- Reduction for advance payment
- Price changes
- Conditions for price changes

**SECURITY/DAMAGE DEPOSIT**
- Amount
- Conditions for return
- Date for return

**TERMINATION**
- Ability to sublet
- Conditions for sublet
- Conditions for terminating lease

**PARKING**
- Location
- Limitations

**ADDITIONAL COSTS**
- Utilities (i.e., gas, electric, phone, water)
- Pet-related charges/deposit
- Overnight or weekend guests
- Parking
- Furnishings
- Cleaning
- Other

**RESTRICTIONS**
- Smoking
- Noise
- Storage
- Pets
- Alterations (i.e., picture hanging, painting)
- Conduct
- Parties
- Waterbeds

**TIME OF OCCUPANCY**
- Dates (be exact)
- Requirements for moving notification or renewal
- Number of occupants (min and max)

**DAMAGES**
- Responsibility for damages
- Assessment of damages
- Responsibility for repairs

**CHANGES IN AGREEMENT**
- Conditions for changes of agreement
- Process for changing agreement

**LAUNDRY FACILITIES**
- Provision of facilities
- Ability for tenant to install machines
- Other limitations

**INSPECTION**
- When
- By whom (i.e., landlord, additional inspectors)
- Use of rental inventory
- Letter of compliance
- Notification of inspection

**CLEANING**
- Responsibility
- Frequency
- Equipment provided

**SPECIAL CONSIDERATIONS**
- Planned improvements/special work

**OWNER**
- Name and address of property owner
- Name and address of property manager