

# RENTAL SUPPLEMENT

**JEFFREY HUDGINS  
117 GUNSON STREET  
EAST LANSING, MI 48823  
PHONE NO. (517) 575-0008**

## **Business Hours:**

Monday - Friday, 9:00 AM to 5:00 PM. Please call during regular business hours unless you have a true emergency (517-575-0008). Office hours at 117 Gunson are 12:00 PM to 5:00 PM, M-F except legal holidays, or by appointment.

## **Utilities**

Cable - Comcast	1-877 537-8411
Telephone - ATT	1-800 244-4444
Electric - Board Of Water and Light	517 371-6006
Gas - Consumers Energy	1-800 477-5050
Water - City of East Lansing	517 337-1731

(The water will already be turned on in one person's name.)

**Trash** - Trash day is Tuesday. Please remove trash weekly so it does not pile up. If our staff removes your trash after a violation notice from the city is issued, there will be a \$50 fee assessed. Large item removal, ie: (couch) require a \$20.00 sticker purchased from the city. Do not leave furniture items at apartment dumpsters; a fee of \$50 will be assessed. For those of you using dumpsters behind apartment buildings please break down all cardboard boxes. Any items not fitting inside your trash cart must be placed in city yellow bags, which can be purchased at 7-11, QD, or any local supermarkets. The city does not pick up any trash unless in a yellow bag, within the cart or with a sticker. Cardboard is not picked up as a recyclable item.

**Inspections** - Should a city inspector wish to inspect your home without an appointment. Ask them to contact our office to make an appointment and we will be happy to answer their questions.

**Rent** - Please mark your calendar for dates your rent is due. Always indicate your house/apt number on the memo line of your rent check and pay the rent with a single rent check each time.

**Locks- Lock Outs** - City code forbids pad locks and hasp locks on bedroom doors. If you are locked out of your house or bedroom outside of normal business hours and require staff assistance to gain entry, a fee of up to \$100 may be assessed.

## **Walls - DO NOT PAINT. CONTACT US IF SOMETHING NEEDS PAINTING**

Please **DO NOT** use two-way stickers on the walls! Use poster adhesive which will come off and save you deposit money. It can be found in the paint department at Meijers.

**Parking** - Parking on the lawn, or in the street after 12:00 midnight will generate you a parking citation from the city.

**Bathrooms - DO NOT FLUSH TAMPONS, SANITARY NAPKINS, CONDOMS, PAPER TOWEL, FLUSHABLE WIPES OR OTHER FOREIGN OBJECTS DOWN COMMODE. THESE ITEMS CLOG THE SYSTEM. TENANTS WILL BE CHARGED FOR CLEANOUT SERVICES IF SUCH ITEMS ARE FOUND IN THE TOILET OR SEWER LINE. CALL US FOR DRAIN LINE STORAGE. DO NOT USE DRANO, IT EXACERBATES PROBLEMS.** All charges, costs or expenses for *Hudgins Realty Rental Supplement* shall be deemed to be additional rent hereunder due from Tenant to Landlord.

**Fire Safety** - FIRE SAFETY IS IMPERATIVE, THIS CANNOT BE STRESSED STRONGLY ENOUGH. Bar-B-Q grills must be placed in an open area on the driveway away from the house or apartment building when in use. Do not light or cook with a grill on any porch areas of the dwelling, beneath an overhang, near a garage or any other structures. Candles are a major fire hazard. Torch type lights, with halogen bulbs get hot enough to ignite drywall, drapes and mini blinds. They should not be used in the residence. If your home or apartment has a fireplace you will notice the firebox has been sealed off; that was purposeful, fireplaces are **not** to be used.

**Telephone and Cablevision** - We are not able to help you with any telephone or cablevision service in your house or apartment. If you need a letter from our office to allow Comcast to install additional jacks in your residence, call and we will make that letter available for you to pick up at our office the following day. At move out it is your

responsibility to call the phone/cable company to disconnect your service. If this is not done, our office staff must spend hours on the phone wading thru the red tape so the new residents can have service. Our office staff time is billed to your security deposit at \$50/hour for services that are not disconnected. All costs/expenses related to tenant's failure to disconnect services shall be deemed to be additional rent hereunder due from Tenant to Landlord. Tenant agrees by signing this lease to this fee if they do not disconnect services.

**Appliances** - Overloading of the washing machine causes certain items to be swallowed by the pump. Socks are the regulars on that menu. Socks or other clothing items removed from the laundry machine pumps in order to repair a washer will be charged to the tenant. All costs/expenses related to over loading or misuse of the washing machine, dryer, stove, refrigerator or dishwasher shall be deemed to be additional rent hereunder due from Tenant to Landlord.

**Screens and Windows** - All screens and windows are in working order at move in. In order for the property owner to pass inspection all screens must be in place, windows not broken and both must be operable. Screens or windows that are broken, ripped or missing at move out will be charged to the tenants. Do not remove the screens and storms from the windows or doors. All costs/expenses as a result of missing, broken, torn or out of place windows and screens shall be deemed to be additional rent hereunder due from Tenant to Landlord.

**Cars and Parking** - Please refer to section 38 in your rental agreement.

**Bed Bugs** - The rental property owner provides no furnishings whatsoever in any of its rental property. Residents agree to reimburse owner for expenses including but not limited to attorney fees and pest management fees that owner may incur as a result of bed bug infestation in the house or apartment, residents agree to hold owner harmless from any action, claim, loss or expense of any personal property as a result of any such bed bug infestation.

**Water Shut Off Location** - Should a water line break within your dwelling please shut off the water to your building at the city supply and then call us for service. In the event no one can be reached immediately, we do not have a calamity.

**Use of Roof** - The roof on your dwelling is not to be use for sitting, standing, sunning or any activity whatsoever. Roofs are needed to shed water; any use of the roof other than its intended use will be considered a violation of the terms of the lease agreement. Any and all damage resulting from any access on to a roof shall be deemed to be additional rent hereunder due from Tenant to Landlord and will be charged to the tenants. Roof damage is expensive, stay off the roofs!

**Dishwasher** - Use only dishwasher soap, ie Cascade, not dish soap, which causes the machine to flood the floor.

**Subletting** - Tenants leasehold **may not** be assigned or sublet without the written consent of the property owner.

**Disposers** - With the cold water running in the sink, turn on the disposer and then place items within. Disposers have a hard time grinding certain food items such as celery, carrot peelings and potato peels. *Hudgins Realty Rental Supplement* If than clog your disposer. Our largest problem with the disposers is sending personal or business objects not intended for disposal and which will not grind. Such items include but are not limited to stones from fish tanks, bottle caps, broken glass, nails and sponges to name a few. Service calls and/or damages caused to a disposer as a **Disposers Continue**- result of misuse or the insertion of objects not designed to be processed by the disposer will incur a charge. All such charges shall be deemed to be additional rent hereunder due from Tenant to Landlord.

**Noise** - Tenant shall not use the premises in such a manner as to generate noise, which may disturb other residents or neighbors. Tenant acknowledges that they are aware of the City of East Lansing Noise Ordinance and the ramifications of their actions in relationship to the ordinance. It is mutually agreed by signing this lease that tenants have read and understand section 36 of the lease agreement and the fines and costs associated with violations of the ordinance by the city and the additional rent due to the Landlord for said violations.

**Basement Dampness** - Tenants are advised that basements in houses may have dampness, water infiltration or flooding during the rainy periods. Drain tile systems on houses 50+ years old do not perform like new construction. Storage of any of your belongings in Apartment/House basements comes at your own risk. Be advised our insurance does not cover anything for you.

**Regarding Pets of Any Kind – NO PETS OR VISITING PETS** It is hereby pointed out to all tenants, that any unit having pets on the premises is in violation with the lease agreement. Let it be understood that all measures of recourse by the management are valid and legal. These measures include right of eviction, re-entry of the house/apartment, forfeiture of the damage deposit or any combination thereof. It is mutually agreed by signing this lease that any infraction of this covenant, even the presence of a pet for 1 day within the dwelling unit will trigger a pet charge fee of \$100 per day (one hundred dollars) that will be assessed for the entire term of the lease as damages to

the property owner. Tenants should also be aware that they are financially responsible for any expenses incurred as a result of a pet being on the rented premises. The pet charge, forfeiture of damage deposit or expenses incurred as a result of a pet being on the rented premises all shall be deemed to be additional rent hereunder due from Tenant to Landlord. By initialing here, I affirm that I do not have a pet of any kind that would occupy the Leased Premises, and have not applied for nor do I currently have a need for an Emotional Support Animal or Service Animal. Initials: \_\_\_\_\_.

**Water Pipes Freezing** - As outside temperatures go below freezing, water pipes in Apartments/Houses may freeze if the heat is turned off or set below 60 degrees. Do not turn the heat off in the Apartment/House if you are going to be gone for breaks or vacations. Damages caused to water pipes, fixtures or other items as a result of insufficient heat in the Apartment/House shall be deemed to be additional rent hereunder due from Tenant to Landlord and charged to the extent of damages.

**Security Deposit Refunds** – Landlord shall return the security deposit to a single person designated by lessees to receive the security deposit. In the absence of a person designated by lessees to receive the deposit landlord shall return the security deposit to a lessee or lessees of his choosing.

**Snow Ice Rubbish Obstructions** – Landlords contractor will clear city sidewalks as required by City of East Lansing ordinance#1326. The cost of clearing will be billed to the tenants and paid for by lessee. Cost of service varies from \$20-\$30 per clearing. All unpaid sidewalk related bills are deemed to be additional rent hereunder due from Tenant to Landlord. Snow, ice, rubbish or other obstructions are required by ordinance to be cleared within 12-24 hours. The City of East Lansing fines for non compliance including court costs and abatement range from approximately \$150-\$300 for the 1st thru 3<sup>rd</sup> violation. Should salt or ice melt be required on the sidewalk that service will be billed at an additional \$16 per occurrence.

**Signature**

**Print Name**

**Date**