Move Out Information

PLEASE READ BELOW FOR OPTIONS TO EXPEDITE A SECURITY DEPOSIT RETURN. PLEASE ASK OUR TEAM FOR MORE INFORMATION.

MARKETING/SHOWING YOUR RENTAL AFTER NOTICE:

Peak Property Management is authorized to show the property for rent once you turn in your notice to vacate or after a notice of non-renewal has been sent.

You do not have to be present at the time of showing!

We may show properties between 9 AM and 7 PM. You must secure your pets or remove them from the property if they would interfere or prohibit showings.

Tenant understands that failure to allow for reasonable showings, as well as not keeping the Property "showable," can constitute default of the lease and the security deposit, in its entirety, may be forfeited for this reason.

We utilize the e-mail(s) on file in your tenant record to notify you of scheduled showings. Please notify the office if your e-mail has changed.

If tenants prevent or prohibit showings, tenants will be charged a fee, which will repeat and increase per occurrence.

IMPROPER NOTICE:

Should notice to vacate be given less than 60 (sixty) days prior to the lease end date, the Owner may, at the Owner's sole discretion, allow you to terminate the lease for a fee outlined in your lease.

IN THE EVENT OF TENANT CANCELLING OF NOTICE TO VACATE:

If the Tenant provides notice to Vacate, then decide the Tenant would like to renew, the Manager, at the Manager's sold discretion, may accept the decision to renew for a fee outlined in your lease.

LANDLORD VERIFICATION

The first form is free. Peak Property Management will then charge an administrative fee to the Tenant in order to complete each additional Landlord Verification Form thereafter.

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LEGAL NOTICE

This paragraph shall be considered legal notice under the Virginia Residential Landlord-Tenant Act that you have the right to request to be present at the move-out inspection of the property. If you wish to exercise your right to be present at the inspection, please e-mail leasing@joinpeakpm.com at least 14 calendar days before your lease end date. **If you do not request an inspection at least 14 days in advance, it will be deemed that you have waived your right to a final inspection.**

We will notify you before your move-out of the date and time of the inspection which will be set by the Landlord during normal business hours. The property must be completely vacated and ready to surrender possession by the time of the inspection.

PREPARING FOR MOVE-OUT

1. You must provide the office with a complete forwarding address by submitting it online via your Tenant Portal.
2. Turn off all automatic rent payments if applicable.
3. Peak Property Management's leases end at 11:00AM. Therefore, your move-out should be completed no later than the day prior to your lease end date.
4. All keys, mailbox keys, garage door openers, gate remotes, etc., must be turned in either by leaving labelled materials in our drop box, or arranging with our office staff to leave them on site for pick up. **You must have written approval to leave on site.**
5. All utilities must be left on 5-days after your lease end date, even if you move out sooner. If you disconnect the utilities early, the cost to turn back on (including emergency reconnect fees) will be deducted from your security deposit along with administrative fees per utility and per security deposit deduction.
6. Tenants are not permitted back on the property after vacating and surrendering.

SECURITY DEPOSIT TIPS

The following suggestions are listed to ensure the maximum return of your security deposit.

Please use this checklist as a guideline.

The condition of the property will be evaluated according to, but not limited to, the following:

1. All personal belongings must be removed from the premises.
2. PAINTING: Please remove all nails – If there are excessive (more than 2 per wall) or large (more than 1/8 inch) nail holes, it will be considered tenant damage and the whole wall must

be professionally re-painted. If you patch, spackle, or spot-paint walls, we will repaint the whole wall at tenant cost. If new paint does not match, you will be charged for



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necessary painting to match the existing paint. Charges for excessive damage to the walls will depend on length of time in the property and whether it exceeds normal wear and tear. Note: Peak Property Management does not keep paint colors on file and does not accept responsibility for tenant's inability to match paint colors.

3. Replace all HVAC filters – **There will be a fine assessed per old/dirty HVAC filter** if this is the Tenant responsibility, plus additional administrative or repair costs associated. **4.** Replace all burned out or missing light bulbs using correct wattage and type – **There will be a fine assessed per burned out, missing, or incorrect light bulb.**
5. Rental unit must be professionally clean, to include but not limited to cleaning all appliances, ceiling fans, floors, baseboards, and cabinets. **Tenant will be charged professional cleaning fees plus administrative costs if this is not done.**
6. Be sure garbage disposal is clean and free of debris (do not use fingers to check). Return/replace sink stoppers.
7. Lawns must be neatly mowed and edged, trees and shrubs trimmed or pruned, and yard watered (if the lawn is a Tenant responsibility).
8. Any animal droppings are to be picked up and disposed of.
9. All trash and garbage must be removed from the premises (including curbside). If you have trash that exceeds normal pickup, you are to arrange to have it hauled away. 10. Walkways, driveways, patios, and garage floors must be cleaned and free of oil, grease, and other debris if applicable.

If the house does not meet the prerequisites, applicable charges will be made with no exceptions. An administrative fee will be charged per line-item deduction on your security deposit. Smoking/Odor damages incur an additional fee plus actual costs.

EXPEDITE SECURITY DEPOSIT OPTION

Peak Property Management will mail the security deposit disposition letter and check for the return of the security deposit within 45 calendar days of the last day of the lease.

We offer an optional 20-day "Expedited Security Deposit Return" option where the security deposit will be postmarked no later than 20 calendar days after the last day of the lease. There is an administrative charge for this option and signing an addendum is required. Please contact our Team for more details.