

# Elevate Property Management

## Tenant Schedule of Fees

At **Elevate Property Management**, we are committed to providing exceptional service and maintaining transparency in all tenant-related fees. Many of these fees are terms of your lease agreement; however, we have compiled the list below for ease of use.

Our goal is to ensure you have a clear understanding of your obligations under your lease agreement so that these fees aren't necessary. Below is a breakdown of applicable charges:

### Application & Move-In Fees

- **Application Fee:** \$75 per applicant (non-refundable)
- **Administration Fee:** \$200 (one-time fee upon lease signing)
- **Security Deposit:** Typically equal to one month's rent; however additional deposit may be required based on application results.
- **Weekend Move In Convenience Fee:** \$100. We coordinate move-ins during normal business hours (M-F, 9-5). If you need to move in over the weekend, we are happy to accommodate. This fee covers staff overtime for after-hours assistance.

### Monthly & Recurring Fees

- **Rent Payment Late Fee:** 10% of monthly rent if not received by midnight on the 3rd of each month & \$10/day thereafter until paid in full.
- **Returned Payment Fee:** \$75 per returned check/failed payment
- **Resident Benefit Package (including renter's insurance) :** \$38.95 per month (\$27 with verified Renter's Insurance policy).

## Pet fees

- **Refundable pet deposit:** \$350.
- **Non refundable pet fee:** \$150 per animal.
- **Monthly pet fee:** \$25-\$65 per pet \*as determined by risk factors assessed by PetScreening.com.
- **Monthly small pet fee:** \$15 per pet \*Birds, reptiles, rodents, reptiles, fish tanks, etc.

## Lease Violation Fees

- **Unauthorized Animal Fee:** \$500 per occurrence & \$10/day until unauthorized animal is removed or pet is authorized. \*ALL ANIMALS MUST BE AUTHORIZED PRIOR TO COMING ONTO THE PROPERTY\*. Please submit your pet application here: <https://elevatepmandinvestmentsllc.petscreening.com>
- **Noise/Disturbance Violation:** \$75 per occurrence PLUS Lease Violation Fee.
- **Lease Violation Fee:** \$50 per occurrence.
  - **Failure to Correct Violation:** \$150 per occurrence as well as cost to correct the violation.
- **HOA Violation Fee:** \$50 per occurrence PLUS any fines assessed by HOA. The most common HOA violations are landscaping to include trimming all bushes/shrubs, mowing and edging on a very regular basis, not treating weeds in yard and/or flower beds, trash cans visible from the street on days other than trash days, parking leaking/inoperable vehicles.
  - **Failure to Correct Violation:** \$150 per occurrence as well as cost to correct the violation.
- **Unauthorized Occupant Fee:** \$250 per occurrence. All guests must apply and be approved to add to the lease if staying for longer than 7 days.
- **Lease Modification:** \$100 per occurrence. To include adding and/or removing tenants and occupants, changing move in or move out date with prior approval in writing, etc.
- **Smoking Inside Property/Garage:** \$300 PLUS all costs to remediate odor and damages.

- **Criminal Activity:** \$300 will be charged for any criminal activity by any tenant and tenants' guests, as defined by the lease agreement, in addition to possible legal action and lease termination.

### **Maintenance & Damage Fees**

- **Lost Key/Remote Replacement:** \$75 per key and/or remote.
- **Damage to Property Repair Fee:** Cost of repair plus \$100 administrative fee.
- **Missed Appointment/Property Inaccessible:** \$125 per occurrence PLUS any trip charge assessed from vendor/inspector/agent.

### **Delinquency & Eviction Fees**

- **Rent Payment Late Fee:** 10% of monthly rent if not received by midnight on the 3rd of each month & \$10/day thereafter until paid in full.
- **Notice to Vacate Fee:** \$25
- **Eviction Filing Fee:** \$150 PLUS all associated court and legal fees.

### **Lease Renewal & Termination Fees**

- **Lease Renewal Fee:** \$150 at time of lease renewal.
- **Early Lease Termination Fee:** 85% of 1 month's rent plus the monthly rent until the lease expires OR a replacement tenant moves in in addition to all costs of vacancy to include vacant utilities, landscaping, rekeying, all cost of make ready, advertising, etc. per lease terms
- **Holdover Tenancy Fee:** 3 times the monthly rent for failing to move out on an agreed upon move out date. If you need to extend your move out date, please email your request to Elevate ASAP as both parties must agree in writing.
- **Wrongfully Withholding Last Month's Rent:** 3 times the monthly rent for failing to pay last month's rent. In accordance with your lease agreement, the deposit is held for potential property damages after move out and is not to be applied to last month's rent.

For any questions or concerns, please contact our office at  
**817-768-9798** or **[gisela@elevatepropertymanagement.net](mailto:gisela@elevatepropertymanagement.net)**.

We appreciate you being a valued resident!

