



# LEASE REVIEW CHECKLIST



Before signing a lease, it is important you understand all of the clauses in your lease. Remember, a lease is a legally enforceable contract that defines what the renter (lessee) and the owner (lessor) are agreeing to and what is expected of both parties.

Use this checklist as a guide to ensure all areas are covered within your lease. We also encourage you to use our lease feedback generator which is a great tool that provides immediate feedback on your lease based on the rental laws in your state.

## LEASE TERMS

- Does it specify your lease start and end date?
- Once your lease ends will a new lease need to be issued or do you go to a month-to-month tenant automatically?
- Does it mention about lease assignment and subletting your rental?
- If you have more than one person as a tenant on the lease, does it mention if the lease is “joint and several”?
- Does it mention about a pet policy? If pets are allowed is there an additional fee?
- Are there rules and regulations in your lease or was it provided in another document?
- Does it specify about a move out cleaning fee and what the criteria of moving out?
- Does it mention about attorney fees?

## LANDLORD AND PROPERTY INFORMATION

- Does your lease specify who will you be renting from? Who owns the property?
- Does the landlord or property manager have bad reviews?
- Does your lease provide contact information for the landlord and/or property information? Who do you contact in case of an emergency?

## RENT AND SECURITY DEPOSIT

- How much is the rent?
- What day of the month is your rent due?
- What day of the month is your rent considered late? This may vary by state.
- How much is your late rent fee? This may vary by state.
- How much is your security deposit?
- How many days after your lease ends should you expect your full/partial security deposit back and will there be an itemized list provided?
- Do you have to pay last month’s rent in advance? This may vary by state.



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## UTILITIES AND AMENITIES

- What utilities are included in your rent?
- If you have to pay for any utilities outside of your rent what has been the average monthly cost from past tenants?
- Is onsite parking included in the rent? If no, how much is parking cost and how many parking spots does it come with?
- What are the utility companies I need to use and their contact information?
- Is there laundry machines available in the unit or on the property? If yes, is there a cost?
- Is there a gym? If yes, is there a cost?
- Are there any other amenities (i.e. pool, BBQ, tennis court, etc.) and any associated fees?

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## MAINTENANCE AND ENTRY

- How do I submit a maintenance request?
- How quickly can I expect a maintenance request to be completed?
- What is considered an emergency maintenance request and who do I contact?
- Are regular inspections done of the property? If yes, how much advance notice is provided?
- Who is responsible for mowing the grass and shoveling/plowing the snow?

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## SAFETY

- Who checks the smoke detectors before moving in?
- Who is responsible to check the smoke detectors periodically and change the batteries?
- Were the locks changed after the previous tenant moved out?
- If I feel a window or door is unsafe who do I contact?

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## NOTES

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