

**\*\*This list is a “Rule of Thumb”, There are exceptions at times\*\***

<b>TENANT RESPONSIBILITIES</b>	<b>OWNER RESPONSIBILITIES</b>
<b>Utilities:</b> Must transfer Power, Water, Gas, Sewer, and Trash into their name within 5 days of moving in. Delinquent utility bills and fees. You will be informed of any utilities covered by HOA upon move in.	<b>Utilities:</b> Responsible for all utilities during a vacancy. <b>**In the city of Las Vegas, the sewer will remain in the owner’s name &amp; McKenna PM will collect reimbursement from tenant each month.</b>
<b>Home Warranty:</b> At times, the HW vendor may charge the fee to the tenant at the time of service. Management will reimburse the tenant on behalf of the owners, in such cases.	<b>Home Warranty:</b> Home warranty service fees.
<b>Insurance:</b> \$100,000 Tenant liability insurance is required. Renters insurance is encouraged.	<b>Insurance:</b> Landlord insurance.
<b>Plumbing:</b> Tenant to notify us ASAP of any leaks they notice. Slow or clogged drains after approx. 90 days of move in.	<b>Plumbing:</b> Leaks of any kind (Major: slab, roof, main line, etc. Minor: toilets, sinks, etc.) Slow or clogged drains within approx. 90 days of move in.
<b>Landscaping:</b> Basic landscape clean-up. (Excludes tree trimming)	<b>Landscaping:</b> Tree trimming. Repairs to bubblers, irrigation, watering clocks, etc.
<b>Pest Control:</b> After 30 days of move-in.	<b>Pest Control:</b> During vacancy or within 30 days of Move-in.
<b>HOA:</b> Violation Fees. Tenant is responsible for certain violations.	<b>HOA:</b> Paying dues. Sending HOA notices or communication to McKenna PM for follow up. Any requirements made by HOA in regard to repairs, move-in costs, application fees, etc. Owner responsible for certain violations.
<b>Keys:</b> Lost keys/cards/remotes/fobs for the community amenities or property.	<b>Keys:</b> Providing all keys/cards/remotes/fobs for the community amenities or property at move in.
<b>Windows:</b> Broken or cracked glass.	<b>Windows:</b> Frames/latches/locks/seals (worn or broken).
<b>A/C:</b> Replacing filters every other month.	<b>A/C:</b> Repairs for central AC.
<b>10 Month Inspection:</b> Tenant to repair required items noted on inspection within 10 days of notification.	<b>10 Month Inspection:</b> Owner to repair required items listed on inspection within 30 days of notification.
<b>Smoke Detectors:</b> Battery replacement.	<b>Smoke Detectors:</b> Smoke detector replacement.
<b>Maintenance/Additional Items:</b> *Interior/Exterior light bulbs *Filters *Anything damaged by tenant or due to tenant neglect *Anything noted “As-is” in the lease	<b>Maintenance/Additional Items:</b> *Electrical issues *Roof Repairs *All Appliances *Garage Repairs (Door, opener, springs) *Exterior paint *Items present at tenants move in (Approx. First 30 days) *Pool/Spa repairs and maintenance