



SCHEDULE OF CHARGES

Incorporated by Reference into the Residential Lease Agreement

Charges listed below reflect standardized **minimum costs** associated with cleaning, repair, replacement, or administrative coordination required due to damage, misuse, or failure to comply with Lease obligations. Charges apply only to damage beyond ordinary wear and tear and will be itemized in compliance with New York law.

CATEGORY	ITEM / DESCRIPTION	CHARGE AMOUNT	NOTES
Administrative	Late Fee	Lesser of 5% of unpaid rent or \$50	NY law maximum
	Returned Payment (NSF)	\$30	Per occurrence
	Lockout (after hours / weekend / holiday)	\$100	Per occurrence
	Utility Back-Billing Administrative Fee	\$50+	Plus actual utility cost
	Maintenance Coordination Administrative Fee	\$50+	When vendor dispatch is required
	Emergency Response Administrative Fee	\$75+	Emergency coordination required
Keys & Access	Key replacement (lost or damaged)	\$25 per key	Minimum charge
	Rekeying / Lock Replacement	Actual vendor cost	Plus admin fee below
	Rekeying Administrative Fee	\$75+	Scheduling, access, documentation
Paint & Walls	Paint (per wall)	\$500+	Damage beyond wear & tear
	Paint Remediation Administrative Fee	\$75+	If vendor required
Flooring	Entry flooring repair	\$250+	
	Living room flooring repair	\$1,500+	
	Bedroom flooring repair	\$500+	
	Flooring Vendor Administrative Fee	\$100+	If replacement required
Windows & Coverings	Screen replacement	\$175+ per screen	
	Blind replacement	\$30+ per blind	



	Window repair / replacement	Actual vendor cost	Plus admin fee
	Window Vendor Administrative Fee	\$75+	Coordination & payment
Kitchen & Appliances	Refrigerator repair	\$750+	
	Refrigerator cleaning	\$25+	
	Stove / Oven repair	\$450+	
	Stove / Oven cleaning	\$75+	
	Microwave repair	\$150+	
	Microwave cleaning	\$25+	
	Dishwasher repair	\$250+	
	Dishwasher cleaning	\$5+	
	Cabinet repair (per cabinet)	\$400+	
	Cabinet cleaning (per cabinet)	\$20+	
	Sink repair	\$150+	
	Sink cleaning	\$10+	
	Countertop damage	\$200+	
	Appliance Administrative Fee	\$75+	If repair or replacement required
Bathroom	Tub / Shower repair	\$750+	
	Tub / Shower cleaning	\$50+	
	Toilet repair	\$150+	
	Toilet cleaning	\$50+	
	Vanity / Sink repair	Actual vendor cost	Plus admin fee
	Bathroom Vendor Administrative Fee	\$75+	If repair required
Furniture (If Provided)	Mattress / Boxspring replacement	\$350+	



	Dresser / Desk replacement	\$250+	
	Desk chair replacement	\$100+	
	Bookcase / Hutch replacement	\$150+	
	Furniture cleaning	\$5-\$10+	Per item
	Furniture Administrative Fee	\$50+	If replacement required
House Rule Violations	Improper trash disposal	\$250+	Per occurrence
	Unauthorized pet	\$1,000+	Plus damages
	Smoking remediation	Actual vendor cost	Plus admin fee
	Smoking Administrative Fee	\$150+	Oversight & coordination
	Unauthorized occupancy / extended guest	\$250+	Per occurrence
	Fire / life-safety device tampering	Actual vendor cost	Plus admin fee
	Internet misuse / network abuse	\$100+	Investigation or remediation required
Utilities & Services	Utility restoration due to tenant failure	Actual cost	Plus admin fee
	Failure to terminate utilities	Actual cost	Plus admin fee
Subletting	Subletting Administrative Fee	As stated in Sublet Agreement	Optional service
Holdover	Holdover use & occupancy	200% of daily rent	Plus damages

IMPORTANT NOTES

- Dollar amounts listed are **minimum charges** and may increase based on scope or severity
- Charges are **not penalties** and reflect reasonable costs incurred
- Charges are assessed based on documented move-in vs. move-out condition
- Charges are applied uniformly and in a non-discriminatory manner
- Itemized statements will be provided in compliance with New York law

Tenant Acknowledgment

Tenant acknowledges receipt of this Schedule of Charges and understands that it is incorporated into the Lease Agreement.