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## ROOMMATE CHANGE FORM

### 1.1 ROOMMATE CHANGE

#### LEASE ASSUMPTION

BY SIGNING THIS FORM YOU ARE STATING THAT YOU HAVE READ AND AGREE TO THE LEASE AND THAT YOU HAVE READ AND AGREE TO THE MOVE-IN INSPECTION DONE AT THE ORIGINAL MOVE-IN. YOU WILL BE ACCOUNTABLE FOR THIS CONDITION, NOT THE CONDITION IT IS BEING GIVEN TO YOU.

ADDRESS

EFFECTIVE DAY

WE REQUEST THAT THE FOLLOWING PEOPLE BE ADDED TO OUR LEASE:

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WE REQUEST THAT THE FOLLOWING PEOPLE BE REMOVED FROM OUR LEASE:

**TERMINATING TENANT:** Tenants understand and agree that the Landlord shall not be liable for refunding any security to the terminating tenant on an existing lease, once this form is signed, the terminating tenant has forfeited his deposit to the new tenant. The deposit will stay with the unit and be refunded only at the time the unit is vacated and will only be refunded back to the tenants on the lease at that time.

Vacating tenant agrees that they have been compensated for the deposit and CSREM is not responsible to refund any amount back.

I also understand that myself, and (co-signer) can be held responsible for any outstanding balances to the lease at the time the unit is vacated.

**CURRENT TENANTS** are aware that if we allow a roommate to terminate and do not fill that room we are still responsible for full payment of the rent and any damage caused by that roommate. Tenants must inform all cosigners of this change, we will not.

**NEW TENANTS:** New tenants signing onto this lease are aware that they are taking on any outstanding debt and/or damage caused by the residents. If you sign this form, you are accepting any and all damage/past due caused by previous tenants. It is your

responsibility to ask and request a copy of any and all outstanding debt on the unit you are signing onto. When you move out, you will be responsible for not only your damage but all of the damage caused by previous tenants from the original conception of the lease. IF YOU FEEL THAT THE DEPOSIT ON THE UNIT DOES NOT COVER THE AMOUNT OF DAMAGE DONE TO THE PROPERTY AT THE TIME THAT YOU ARE SIGNING ON, THEN DO NOT SIGN. The Deposit on the account will transfer to your name/All parties on the lease, once this paperwork has been signed in full. How you choose to deal with the tenant vacating the property is up to you. If you choose to pay them a deposit, MAKE SURE that you have taken into consideration the damage that has been done to the property, as you will be held accountable for that damage when the unit is vacated. You have also agreed, prior to signing this agreement that you have received all keys to the unit.

By signing, I agree that I have read the entire original lease and renewal lease, including page 3 that details my responsibility as a roommate to take over. **I also agree that I have made my cosigners aware of all the terms of this roommate takeover. I HAVE LOOK AT THE MOVE IN SHEET (provided by the current tenants AND WILL BE BOUND BY THE CONDITION THAT IS NOTED.)**

If you are taking over mid-month, please realize that this is not a lease that is ending, so all rent payments are still due on the 1st of the month (even if your takeover does not start until the 20th). If it is not paid by the 1st there will be a late fee that will be due and payable immediately.

**ROOMMATE CHANGE FEES MUST BE PAID BEFORE THIS FORM WILL BE VALID.**

All keys will be exchanged through the tenants, If we have to give new keys the unit will be rekeyed at the tenants expense.

#### MANAGEMENT

Mgmt. reserves the right to refuse any roommate change request for valid reasons. All parties named on this change form must sign before this change is valid. INCLUDING LANDLORD.

**THIS FORM MUST BE SIGNED BY ALL PARTIES BEFORE ANY CHANGES WILL TAKE EFFECT.**

X

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Date Signed