

This signed form MUST be returned to the office no later than 4 PM on July 15th.

ADDRESS & APT #: _____ UNIT #: _____

- TENANT ALTERED LEASE DATES -

As of today's date, _____, the original lease beginning / end dates are being altered. Both outgoing and incoming tenants agree to the following arrangement.

1. Failing to provide **96 hours** between move-out and move-in times denies the Landlord adequate opportunity to inspect and prepare the unit. *(Failure to provide 96 hours between 7/26 – 8/1 relinquishes the Landlord from cleaning obligation as stipulated in Condition/Cleaning Agreement on reverse side of this page.)* A move-out time must be scheduled with the APTS Downtown office in advance, and the current tenant's move-out time must be between the hours of **1:00 PM and 4:00 PM**.
2. Altered lease dates **before July 26th or after August 1st PLACES CLEANING ARRANGEMENTS UPON TENANTS as stipulated in Condition/Cleaning Agreement on reverse side of this page.** (Please note: New tenants allowing old tenants to remain in a unit after August 1 **relinquish the Landlord** from any obligation to prepare the unit!)
3. This is an agreement between the current tenants and the new tenants, which **must be given to the office by July 15th at 4:00 PM.** (Fee of \$100 for all accepted late forms.)
4. It is understood the Landlord's standard check out procedures apply. *(Please refer to Addendum to Lease item #6.)* The unit is to be completely empty and clean with the power on at the final inspection.
5. Current and new tenants should verify with each other the lease alteration still exists **prior to** the original checkout time. The Landlord will not be accountable for any failed communication between tenants altering the Landlord's lease dates.
6. If any current tenant's belongings are being left for new tenants or if new tenants are moving items in early, tenants agree Landlord shall be relinquished from all cleaning, carpet cleaning/replacement, and painting. Under these circumstances, new tenants must sign the **Condition/Cleaning Agreement** on reverse side of this page. *Landlord, in good faith, reserves the right to modify, revoke, or terminate this agreement as deemed necessary.*

THE CURRENT TENANTS AGREE TO BE MOVED OUT BY:		
DAY	DATE	TIME (ONLY between 1-4 PM)
THE NEW TENANTS AGREE TO MOVE IN ON:		
DAY	DATE	TIME (ONLY between 1-4 PM)

THE SIGNATURES THAT APPEAR BELOW INDICATE THOSE TENANTS WHOM HAVE READ THE FOREGOING AND ARE SIGNING ON BEHALF OF THOSE ROOMMATES NOT PRESENT.

INTERNET COPY

CURRENT TENANTS

NEW TENANTS

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Received by: _____ (Staff member/date)	INSPECTION TIME/DATE: _____
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- CONDITION/CLEANING AGREEMENT -

*** T.A.L.D. with LESS than 96 hours between Move-Out & Move-In Dates ***

The cleaning and condition of any unit in which the tenants, original and new, have agreed to alter the lease dates leaving **LESS than 96 hours between lease dates and does not fall between July 26th – August 1st** is **strictly** between the original tenants and the new tenants. {The only point in which the Landlord will clean a unit is during regular turnover (July 26th through August 1st) and only with 100% occupancy change.}

Therefore, tenants completing a T.A.L.D. agree to the following cleaning/condition terms if LESS THAN 96 HOURS between move-in/move-out and that all 96 hours do not fall between July 26th – August 1st:

1. **Key exchange is between tenants.** The original tenants are to make the keys available to the new tenants, and the new tenants are responsible for collecting the keys from the original tenants.
2. **Original tenants are to clean and prepare the unit for the new tenants.** Please obtain the Clean, Clean, Clean document from the office which outlines the Landlord’s cleaning expectations.
3. **New tenants understand that any objections to the cleanliness of the unit are between them and the original tenants.** New tenants may accept the unit in whatever condition they choose; however, the unit MUST meet the Landlord’s standards of cleaning upon move-out.
4. The Landlord will conduct a **Damage Only Inspection** on the date both the original and new tenants have specified as the move-out date.
5. The signatures that appear below indicate those tenants whom have read the foregoing and are signing on behalf of those roommates not present.

ORIGINAL TENANTS

INTERNET COPY

NEW TENANTS

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE