

ERES ROOMMATE CHANGE POLICY AND AGREEMENT (MID-TERM)

1. Situations may develop during a lease term in which one roommate no longer wants to live at a property and wants be released from responsibilities under the rental agreement while the other roommate(s) want to remain. While right to change roommates is not provided in the lease, ERES will try to accommodate the residents if a prospective replacement roommate is presented who is willing and able to accept all of the rental agreement responsibilities of the roommate who wants to leave.
2. ERES will not attempt to find a new roommate.
3. This agreement allows a new roommate to accept the position of an outgoing roommate. It is crucial that all parties understand that the transfer of responsibilities includes damages to the apartment and deductions from the security deposit at the end of the contract term as well as all monies due.
4. ERES will not conduct a premises inventory for a roommate change. If there are any damages that exist at the time of the move-in of the new roommate, it is between the new roommate, the old roommate, and the roommates staying to settle the charges between themselves. If applicable, roommates may want to plan for charges at the end of the lease such as for carpet cleaning, etc., as specified in the lease.
5. Payment of a **\$300 fee** at the time the roommate change form is submitted to Eck Real Estate Services is mandatory. This fee is to help cover the added administration costs incurred by ERES.
6. Any portion of the security deposit paid by the roommate leaving will not be refunded, but will remain with the rest of the deposit. It is the responsibility of the existing and prospective roommates to agree on any money to be paid to settle damages, unpaid charges, and security deposits.
7. Roommate change requests sometimes are a result of unpleasant or strained relationships between roommates. It must be remembered that roommates who are bound to a rental agreement for an apartment have a contractual agreement not only with the landlord, but also among themselves. Problems between roommates are not the responsibility of ERES and such problems must be resolved between the roommates involved.

This form must be completed and signed by all parties to the rental agreement including the roommates leaving, the roommates staying, and the prospective new roommates.

Property Address: _____

New Roommate: _____ Move in date _____
(Please print)

I, New Roommate, have read and understand all of the terms and responsibilities of the present rental agreement for the property at the aforementioned address. I understand I must be approved by ERES as a resident and I agree to:

1. Complete an ERES rental application and submit the required fees.
2. Obtain a copy of the current rental agreement from Staying Roommate and be bound by the rental agreement, rules, and regulations for the property of which I will be a resident.
3. If required, provide a sufficient and verifiable source of income or obtain a lease guaranty (co-signature).
4. Accept the contractual position of the roommate leaving regarding the security deposit, damages and return of said deposit. I agree to obtain a ledger showing unpaid charges, if any, from the current tenants. I understand that I may be held responsible for unpaid charges at the end of the lease term.

Signature (New Roommate)

Signature (New Roommate)

Leaving Roommate _____
(Please print)

I, Leaving Roommate, understand that I must:

1. Remit a \$300 roommate change fee to ERES.
2. Be responsible for all obligations under the rental agreement until the approved New Roommate's move-in.
3. Be responsible to New Roommate/Staying Roommates for any unpaid charges that may exist or be anticipated. These may include rent, utilities, carpet cleaning at move out, damages, and late fees.

Signature (Leaving Roommate)

Signature (Leaving Roommate)

I/We do hereby approve of the New Roommate. We agree to this modification of the lease agreement and release Leaving Roommate from any responsibility as to the condition of the property or any monies due after the new roommate is approved and moves in. We have provided New Roommate with a copy of the current lease agreement, account ledger, and move-in premises inventory.

Signature (Staying Roommate)

Signature (Staying Roommate)

Signature (Staying Roommate)

Signature (Staying Roommate)

Signature Eck Real Estate Services, Inc.