MOVE-OUT POLICY

A move-out inspection will be performed on all units once the vacating resident has finished moving out. The purpose of this inspection is to assess the condition of the apartment and determine any associated fees. The unit must be left in the same condition as it was when the resident moved in. Length of residency and any conditions or damages noted in writing on the resident's move-in inspection form will be taken into consideration. All fees associated with damages or related conditions will be deducted from the resident's security deposit.

MOVING OUT

The following rules and procedures apply to all residents moving out of their unit. Please remember that 60 days written notice is required to vacate an apartment.

1. Residents are allowed to move only between the hours of 8:00 a.m. and 10:00 p.m. All other hours are considered quiet hours according to Westmore policy.
2. Any damage to the hallways will result in additional charges to the resident. Make any necessary adjustments to avoid scratching, banging, denting or damaging the hallways entirely.
3. No moving vehicles are allowed on the grass, sidewalks and firelanes.
4. Extra charges will incur for large items left by the dumpsters which require extra pick-up by the waste management company.
5. PODS are only allowed in one (1) visitor parking spot for a maximum of 48 hours. Only one (1) POD is allowed at a single time.
6. All trailers and moving trucks are subject to the current Parking Rules and Regulations. All vehicles without a Westmore permit will be towed if they are not parked in Visitor Parking.
7. Building doors may not be propped open during move-out unless the door is being supervised.
8. Your apartment is not considered vacant until Management receives keys to the unit. Until keys are turned in, additional days of prorated rent will be added to your move-out fees. Additional prorated rent will be calculated from the date the lease ends or from the previously indicated intent to vacate date. DO NOT LEAVE KEYS IN THE APARTMENT. You will be charged rent until they are found.
9. You will be charged rent through your notice to vacate/lease-end date regardless of when your keys are turned in.

SECURITY DEPOSIT DEDUCTIONS AND DAMAGE CHARGES

Any charges to restore or repair the apartment to its original move-in condition will be calculated according to labor hours and cost of materials. Prices are subject to change without notice. Any past-due balances on your account such as late fees, lock-out fees, NSF fees, rental payment shortages, etc. will be deducted from your security deposit.

The charges for all possible deductions are average prices only. You will be responsible for the FINAL cost of the item, including any higher costs that may be incurred. Deductions are based on fair market fees associated with common damages or areas requiring additional cleaning. These fees include labor. The rent account will be charged in the event any fees are incurred. **THE RESIDENT MAY ALSO INCUR THE SAME CHARGES FOR ACCIDENTAL OR INTENTIONAL DAMAGES CAUSED DURING OCCUPANCY.**

See current Security Deposit Deduction List for details.

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LESSEE INITIAL