



# LEASE REVISION REQUEST

This request serves the sole purpose for revising the Lease Agreement if the Lessee is currently under a short-term lease with a monthly premium fee and would like to sign a long-term lease with no premium fee. This option is not available for any other lease terms.

If the Lessee would like to proceed with the request to revise the Lease Agreement (referred to as a "lease revision" in the balance of this document), the following policies, forms and fees will apply:

1. No revisions shall be made 60 days prior to the lease expiration date.
2. Only one (1) Lease Revision Request may be submitted during the original lease term. A lease revision may however be made in addition to this request if a roommate's name needs to be added or removed, or a revision is needed due to a sublease.
3. Any lease revisions will require a \$100 lease revision fee, and is due with the submission of this form.
4. The Lessee must be able to sign the current long-term lease options available or the short-term lease options as seen on the Unit Pricing Sheet.
5. No move-in or originally offered renewal specials will apply to this revision request.
6. The revised lease will commence on the first day after the previous lease's end-date. No credits or reimbursements of the short-term lease fee paid through the lease-end date.
7. Upon acceptance and approval, a revised lease must be signed by all Leaseholders.
8. Proof of Renter's Insurance must be provided before the new lease is signed.
9. The \$100 revision fee is non-refundable for any cancellation after this form is submitted.
10. If revising a renewal lease before the lease date has commenced, a \$100.00 fee will be assessed. Lease length is also subject to month availability as determined by management.

I/We of Building # \_\_\_\_\_ Unit # \_\_\_\_\_ would like to request a Lease Revision and agree to the terms and conditions as stated above. My/our new lease shall expire on \_\_\_\_\_, as specified by the current lease expiration date offered on the **(circle one) Move-In Specials Handout** or the **Unit Pricing Sheet**.

\_\_\_\_\_  
Signature of Leaseholder Date

\_\_\_\_\_  
Signature of Leaseholder Date

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*For Office Use Only*

DATE RECEIVED BY ML MANAGEMENT \_\_\_\_\_  FAXED  DROP BOX  GAVE IN PERSON ML INITIALS \_\_\_\_\_

REVISION FEE PAID: \$ \_\_\_\_\_ CHECK # \_\_\_\_\_ DATE: \_\_\_\_\_