

Dear Proposed Tenant:

Thank you for your interest in our rental properties. We have some well-maintained rental houses within walking distance to the Square. Once we have ALL the approved applications for your group of roommates turned in, we will let you know what houses are available. **They go very fast once we start taking applications so please make sure your group is ready AND YOU HAVE DISCUSSED COST WITH YOUR PARENTS.**

Please go online www.oxfordrentalproperties.com and complete the online application under the apply section.

Here is some additional information about the properties and FAQs. If you have additional questions or need copies of forms, you can go to our website.

- **Please do not send multiple separate emails from everyone in the group. Please appoint one person and COPY all others on the email to office@oxfordrentalproperties.com.**
- All of our leases run from August 7, 2021- July 23, 2022
- Houses are rented on a first come first serve basis (the first group with completed, approved applications and all deposits turned in).
- Once we have ALL the approved applications for your group then they will be stamped complete and you will be able to choose the next available house.
- Once ALL your applications are approved and ALL your deposits are paid you will have three (3) days to come in to sign the lease. If your deposits are not delivered, then your application will be moved to the back of the list and your house will be offered to the next group. The Security Deposit is the amount of your monthly rent amount plus \$150.00 per bedroom. For example, if your house rents for \$2,900.00 per month and it is a 4 BR then each tenant will need to bring in \$875.00 (\$725 plus \$150) before you are scheduled to sign your lease. DEPOSITS are made payable to Oxford Rental Properties, LLC. If we receive 3 deposits but not the 4th then we will refund the remaining deposits and offer the house to the next group. So, until we receive all deposits and a fully executed lease then we

may refund your deposits at any time. If you pay your Security Deposit, but do not sign the lease then we may keep the Security Deposit as damages.

- **The Security Deposit is NOT your first month or last month's rent.** A minimum of \$300.00 will be held from each Tenant's Security Deposit for cleaning, carpet steaming, general repairs, minor touch up painting, etc.
- All appliances are included (this may not include a microwave unless is it permanently affixed to the property).
- Do not contact the current tenants to view the houses unless you have an existing personal relationship with them. You will be given an opportunity to walk through the house before you are asked to sign a lease, if you are not familiar with the house or request a visit prior to signing.
- Rent is paid in two forms. By monthly auto draft or in full by semester. We do not accept checks in the mail, by credit card, or sent in monthly by check. There are no exceptions.
- Our houses are rented AS IS. We are responsible for yard work unless indicated otherwise. **Tenants are responsible for utilities.**
- Once your group has fully completed the online application and you choose a house, we will schedule a time to sign the lease. All tenants must be able to meet at the same time to sign the lease.

Please bring your ID with you when you come to sign the lease.

Also, when you sign your lease, you will be emailed a copy of the signed lease along with an auto draft form, a form regarding Renter's Insurance, and a parental guarantee form. **ALL forms are due back within 10 days of lease signing.** Failure to return them are grounds for the Landlord canceling the lease, retaining the security deposit and re-leasing the property to others.

The auto draft form will need to be signed and returned with a voided check. The Renter's Insurance form will need to be signed by you BUT please discuss the options with your parents. The parental guarantee form

MUST BE SIGNED BY YOUR GUARANTOR, NOTARIZED, AND THEN MAILED BACK TO ME.

Notarized items cannot be emailed or faxed!

Thanks!

Oxford Rental Properties

www.oxfordrentalproperties.com

662.832.1474