

PAY & GO EXPRESS AGREEMENT

This agreement is drawn between _____ (Hereinafter referred to as resident and Balfour Beatty Communities hereinafter referred to as Landlord).

The resident living in quarters # _____, has agreed to pay the Landlord for cleaning services to be provided upon terminating the above mentioned housing unit. The payment must be received in full by money order, cashier's check, Visa or MasterCard in the amount of \$ _____ (a pre-determined cost) due to unit size as noted below. This payment must be made prior to the final inspection of the unit.

Once the agreement has been made and all monies have been paid, the resident's final inspection will reflect approval in the cleaning category. It is still the resident's responsibility to repair any damages caused by negligence or misuse and return the exact number of keys issued for the quarters. All repairs must be completed prior to final inspection or charges for repair may be assessed to your payment. Maintenance will only accept work orders prior to 10 days before your scheduled move out date for minor maintenance. Any damages must be repaired by resident. Also, a superficial clean (per the attached memo) is required.

If all items in the cleaning standards (excluding cleaning), not specifically stated in the minimum cleaning requirements list have been fulfilled then the resident will be cleared from housing on the date of final inspection and Landlord will bring in the cleaning subcontractor to clean the quarters after it is vacated.

Cleaning prices are as follows:

<u>Truman Quads:</u>		<u>Truman Annex:</u>		<u>Trumbo:</u>	
2 Bedroom	\$249.00	3 Bedroom	\$299.00	3 Bedroom	\$349.00
3 Bedroom	\$299.00	4 Bedroom	\$349.00	4 Bedroom	\$399.00
				Historic	\$499.00
<u>Sigsbee Townhomes:</u>		<u>Sigsbee:</u>			
2 Bedroom	\$249.00	3 Bedroom	\$299.00		
3 Bedroom	\$299.00	4 Bedroom	\$349.00		
4 Bedroom	\$349.00				
<u>Medical:</u>					
Historic	\$499.00				

I have read, understood and accept the terms and conditions of this agreement.

Resident Signature: _____ Date: _____

Resident Specialist Signature: _____ Date: _____

**MINIMUM CLEANING REQUIREMENTS FOR OUT PROCESSING, IF
RESIDENT PAYS FOR CLEANING AGREEMENT**

1. Remove all trash, food, and personal belongings from all rooms, closets, cabinets, and interior and exterior storage rooms.
2. Sweep all floors and vacuum all carpeted areas removing all dirt and debris. All stains (to include pet stains) and heavily soiled carpet must be cleaned prior to the final inspection. Carpets with stains or heavily soiled areas may result in additional cleaning charges to the resident. Remove adhesive from hard floors such as tile or terrazzo.
3. Remove any crayon, marker, pen, pencil markings on walls, doors, ceilings, etc. This is not normal wear and tear and can cause the resident to be charged damages.
4. Remove all nails, screws, hooks, and stickers from walls, ceilings, doors, etc.
5. Any wall(s) painted a different color by the resident will be returned to the original color prior to move-out. Contact management for more details.
6. If chain link fence was installed by resident after move in it must be removed. Fencepost holes must also be filled.
7. If resident has/had a fenced yard the lawn inside that fence needs to mow.
8. Animal feces must be removed from exterior yards, patios, and porches.
9. No tires, hazardous materials, batteries, or other personal items can be left on the premises.
10. The garage and recycling containers must be empty, hosed out, and odor free.
11. All exterior storerooms, sheds, lockers must be completely emptied and swept.
12. Exterior doorways, garages, porches, and patios must be debris free and broom swept.
13. Satellite dishes and related wiring must be removed from the unit or the resident will be required to pay a removal fee.
14. Remove all child safety locks from cabinets, drawers, doorknobs.
15. Remove all shower curtains and related hooks.
16. All light bulbs must be operational at move-out. If the home came with CFL bulbs it must have CFL bulbs at time of move-out. This includes exterior spotlights, carport lights, and storage room light fixtures.
17. Any doorknob installed by the resident must be removed with the original doorknob being re-installed.
18. Any exterior items attached to the home must be removed as well as porch mats, and lawn ornaments.

Resident's Address

(_____)_____
Phone Number

Resident's Signature

Date

Resident Specialist Signature

Date