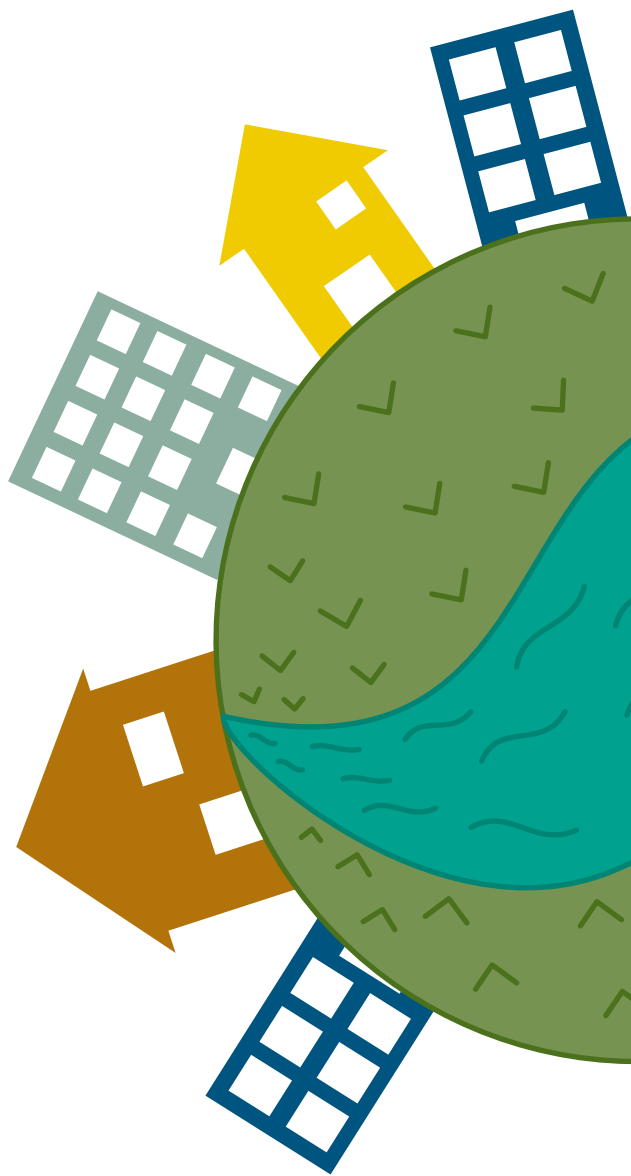


THINGS TO KNOW AND ASK **BEFORE** **SIGNING A LEASE**



Texas State University Off-Campus Living
Department of Housing and Residential Life

Cost of Living

- Will I need a co-signer/guarantor?
- How much is the application fee?
- How much is the security deposit?
- Is it an individual lease or traditional / conventional?

Individual Lease: Each individual in the apartment has their own lease. Each person is responsible for only his or her installment/rent, even if a roommate moves out. These are typically divided into monthly installments.

Traditional/Conventional: Roommates split the rent amongst themselves. If a roommate leaves, the remaining roommates are responsible for the rent.

- How much is rent? Is it reduced for partial months (such as move-in for August)?
- Will I have to pay the first and last month of rent at move in?
- How much money will be due at move in?
- When is rent due and how do I pay? Are there any additional fees if paid a specific way? (i.e., by using a credit card versus a check)
- What utilities are included? (If not included, what is an average rate for each?)
 - Electricity
 - Water
 - Internet
 - Cable
 - Garbage
 - Any other fees?
- If utilities are not included, can I use Simple Bills?
- Are there monthly caps on the included utilities?
- Under what circumstances would my security deposit NOT be refunded?

Calculate your Budget

- Tuition, Fees and Supplies _____
- Rent, Insurance, Utilities, Cellphone _____
- Food, Meal Plan _____
- Transportation _____
- Clothes/Shoes and Hygiene Products _____
- Child Care/Pet Care _____
- Entertainment _____
- Savings, Misc. Expenses _____
- How can I use my financial aid to pay rent?

The Lease

- What are the lease lengths? Are shorter or longer leases offered?
- What's the move in/out date; is it negotiable?
- Can I get approval in writing if I need to extend my lease or move in early?
- How much written notice is required to notify management when moving out?
- What is the penalty if I break the lease or move out early?

Visit

- Is the property a member of ACT Ally, which promotes a healthy environment?
- Would you feel comfortable living there? Some properties can be quiet during the day and noisier in the evening.

Amenities and Policies

- Do you provide roommate matching? What if I don't get along with my roommate?
- Is the apartment pet friendly, and what is the pet deposit/rent?
- If furnished, what are the furnishings?
- Are there washers and dryers inside the apartment? (Are they full size appliances?)
- What are the rules for modifying the apartment? (Can I paint, install curtain rods, photos on the wall?)
- Is it quiet or an active community?
- What is the guest policy?
- Is there ample parking for tenants and guests and is there an additional charge?
- Does the rent rate include a security system or do you have to pay extra for one, if applicable?
- Is there on-site management and maintenance?
- What are the emergency/on-call protocols?
- What is the lock out or lost key policy?
- Is the apartment complex within walking distance of campus or on the Texas State bus route?
- What is the proximity to the closest grocery store?
- How and where will mail/packages be delivered?
- How do you communicate with your residents (e-mail, text, mail, social media, etc.)? What is your preferred method of contact?

Signing

- Upload the lease to the Attorney for Students to have them review it, for free, before you sign anything: **attorney.dos.txstate.edu**.
- Read, think, review, and then sign a lease. There is no rush to sign right away.

Important Information

- Keep written copies of everything, including:

Promotions and special offers in writing

Lease

Move-in inventory report

Repair requests

Notice to vacate letter

- Be aware of the upkeep of the property. Noise, parking and trash are the most common neighborhood complaints.
- Be familiar with the City of San Marcos “single-family” zoning versus “multi-family” zoning districts. In a “single-family” zoning district, the number of unrelated people who occupy a home is limited.



CONTACT INFORMATION

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MEMBER THE TEXAS STATE UNIVERSITY SYSTEM



This information is available in alternate format upon request
from the Office of Disability Services.