



Property Address: \_\_\_\_\_

This Agreement made this \_\_\_\_\_ day of \_\_\_\_\_. 20\_\_ is attached to and forms an integral part of the Residential Lease Agreement dated \_\_\_\_\_ Between \_\_\_\_\_, Tenant, and \_\_\_\_\_, Owner, with Coastal Group Inc. as Agent for the Owner.

Owner and Tenant agree that, subject to the following conditions listed below and the contents of the Residential Lease Agreements, this security Deposit will be returned in full:

1. Full term of the Lease has expired, or other such suitable arrangement as agreed to ONLY in writing by both Owner, Tenant and their Agent.
2. Thirty (30) Days Written notice(or as provided in your lease) has been delivered to and received by the Owner's Agent, Coastal Group Inc. It is the Tenant's sole responsibility to ensure that their Agent has received this notice **on or before the first of the month** of which period they desire to terminate their Lease. Leases may not be terminated mid-month. Your Lease expires on the last day of the month in which the term ends. (Those Tenants that invoke their Military Transfer Clause must give at least thirty (30) days notice prior to their date of transfer with a copy of their orders. The Termination Date of the Lease will be the final date of duty as noted per their orders or if their date of possession exceeds this date.)
3. Upon completion of the Move-Out Inspection there is no damage to the property beyond normal wear and tear.
4. No sticker or scratches or holes on walls. Only small nail holes permitted.
5. No indentations or scratches in wood or resilient flooring caused by furniture.
6. No unpaid late charges or delinquent rent.
7. All keys and garage openers are returned.
8. All debris and rubbish and discards placed in proper rubbish containers.
9. Forwarding address left with lessor.
10. If any provisions are not complied with, the costs of labor and materials for cleaning and repairs and delinquent payments will be deducted from the security deposit.
11. The security deposit will be refunded by check, mailed to the forwarding address, and will be made payable to the tenants who signed the lease.
12. Note: If the Property Manager has to order and supervise any repairs necessitated by Tenant omission at move out, the Tenant will be charged a \$35.00 Coordination Fee for each contractor coordinated to cure these deficient items.

#### MOVE-OUT INSPECTION GUIDELINES

The Move-out inspection is predicated on the Move-in inspection. Please correct any item that does not conform to the initial inspection and was not caused by reasonable use. The property is

Coastal Group, Inc. Realtors  
4634 Haygood Road  
Virginia Beach, VA 23455

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to be turned over to the Agent in the same or better condition as when you took possession, excepting normal wear and tear. Any damages that are not cured before the inspection takes place will be correct by the Agent and deducted from the Tenant's Security Deposit.

- A. Move-out inspections are conducted Monday through Friday during normal business hours. (9:00 to 5:00)
- B. The Tenant has the right to be present at the time of the inspection. The Tenant should call to set up a date and time for an inspection.
- C. Inspections will be held only after the house is empty, cleaned, and the Tenant is prepared to return the keys.
- D. The utilities must be on for the inspection and remain on for five (5) days past lease end.
- E. The following are some of the items that will be checked for cleanliness as part of the Move-Out inspection:

RANGE AND OVEN	FLOORS	GUTTERS
WALLS	CARPETS	YARD & FLOWER BEDS
WINDOWS	WINDOW SILLS	FIREPLACE
BATHROOMS	BLINDS	REFRIGERATOR
CERAMIC FIXTURES/TILES	AIR FILTERS	CABINETS

- F. Carpets must be professionally cleaned by: \_\_\_\_\_ (copy of receipt is required.)
- F. If you have a pet, all traces of odors must have been removed or you will be charged for their removal. Property must be professionally exterminated by: \_\_\_\_\_ (copy of receipt required.)
- G. All electrical fixtures, plumbing fixtures and appliances must be in good working order.
- H. Please furnish Agent with a copy of fireplace inspection and cleaning receipt.
- I. The yard must be clean, mowed, and all flower beds must be weeded and mulched. The gutters must be clean.
- J. You are reminded that normal wear and tear does not mean dirty, and that all cleaning costs are the responsibility of the lessee.
- K. We will need a forwarding address to mail your security deposit to you. You will receive any deposit due to you within 45 days unless the deposit has been delayed at which time you will be notified in writing as to why your deposit has been delayed.
- L. In the event that cleaning or repairs are not adequate, the cost of utilities will be included as part of your security deposit deduction. (Unless utilities remain in your name until the work is completed.)

The undersigned hereby agree that this security deposit of \$ \_\_\_\_\_ and pet deposit of \$ \_\_\_\_\_, paid by check, money order, certified check (circle one) may not be applied as rent, and that the fully monthly rent will be paid on or before the first day of every month including the last month of occupancy or the end of the Lease Term.

_____	_____	_____	_____
Tenant	Date	Tenant	Date
_____	_____	_____	_____
Tenant	Date	Agent (Coastal Group Inc.)	Date

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