

Chestnut Ridge Apartment Homes
RULES & REGULATIONS

Applicant Name: _____

New Address: _____ **Chestnut Ridge Drive Pittsburgh, PA 15205** **Rental amount:** \$ _____ /month

1. **RENT:** is due the 1st of each month. Rent checks are to be made payable to: **Chestnut Ridge Apts.** Rents are considered late if received after the 5th of any month.
2. **RESERVATION FEE:** \$50.00 is required to hold an apartment and will be applied to the Security Deposit once the application is approved. If the application is not approved the fee will be refunded. Application cancellations must be made within 3 days of leaving the Reservation Fee to receive a refund. (If you leave a Reservation Fee without a completed application, then the application must be returned within 3 days or the apartment will no longer be held.)
3. **SECURITY DEPOSIT:** The balance of approximately \$ _____ is due upon move-in or within 7 days of submitting the Reservation Fee, whichever comes first. The Security Deposit is non-refundable in the event you cancel your application after the 7 day period.
4. **MOVE-IN DATE:** is to be no later than _____. Failure to move in on this date will result in the cancellation of the reservation and forfeiture of all fees & deposits.
5. **SECURITY DEPOSIT REFUND:** will be made within 30 days after you vacate. The Security Deposit is not the last month's rent.
6. **PET POLICY:** No animals are permitted without prior management approval in writing. Only two dogs OR two cats permitted. \$20.00 per month fee per cat, \$35.00 per month fee per dog, plus a \$200.00 Pet Deposit (of which \$100.00 is refundable).
7. **RENTERS INSURANCE:** It is recommended that all residents purchase renters insurance. Lessor is not responsible for damage to or theft of tenant's belongings.
8. **KEYS:** All parties must sign the lease before receiving keys. A fee of \$40 will be charged to anyone who locks themselves out of the apartment and needing assistance from the leasing office after office hours.
9. **LEASE TERMS:** You are responsible for the full term of your lease. Residents moving before the lease expires will be responsible for the rent until the expiration date of the lease or until the apartment is re-rented. A termination fee will be charged for re-renting the apartment, based upon the number of months the apartment was occupied.
10. **TRANSFERS:** A fee of \$200.00 will be charged to anyone transferring from one apartment to another.
11. **PARKING:** All vehicles must be currently licensed, inspected, operational and attractive. No vehicle repairs may be performed on the property, such as, oil changes. No campers, boats, trailers, recreational or commercial vehicles may be parked on the property without management approval. Parking spaces are limited to 2 per apartment.
12. **GARBAGE:** All household garbage is to be promptly placed in a dumpster. Do not leave garbage in the breezeways outside your door or anywhere else.
13. **UTILITIES:** It is your responsibility to call the gas company at least 3 days prior to your move-in to arrange to have the service put into your name as of your move-in date. **Verification of your new account with Peoples Gas Co. and Duquesne Light Co. is required at lease signing for keys to be issued.**

Duquesne Light Co.: 1-888-393-7100
Comcast/Xfinity- Walt: 412-589-5957

Peoples Gas Co: 412-395-3050
Fios/T.V./Internet- 724-709-0991

Summary:	Security Deposit:	\$ _____	(Due within 7 days or at move-in)
	Move-in Pro-Rate Due:	\$ _____	
	First Month's Rent Due:	\$ _____	(Required at lease signing if move-in is the 16 th of the month or after.)
	Short Term Fee:	\$ _____	
	Pet Deposit:	\$ _____	
	Monthly Pet Fee:	\$ _____	
	Water & Sewer:	\$ _____	
	Refuse:	\$ _____	
	<i>Less Reservation Fee:</i>	\$ _____	
	BALANCE DUE:	\$ _____	

Lease Dates:

From:

To:

APPLICANT: _____ **DATE:** _____

APPLICANT: _____ **DATE:** _____

Welcome Home!

MOVE- IN PAYMENTS AND SECURITY DEPOSITS MUST BE IN THE FORM OF A MONEY ORDER OR CERTIFIED BANK CHECK