

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

1. Residency and Financials

1.1 OVERVIEW

Property Name: Alta Studios

Lease Agreement

THIS LEASE AGREEMENT ("Lease") is made this 08/20/2024,
between Tripalink Property Management Inc SEA, a Washington limited liability company
("Landlord"), and the Tenant identified in Section 1 below. Landlord hereby leases the Premises to
Tenant, and Tenant hereby leases the Premises from Landlord, upon the terms and conditions set
forth in this Lease and the Lease Addenda (which are incorporated herein by this reference).

1.2 BASIC LEASE INFORMATION AND ADDENDA

1. The following terms shall have the meanings given in this Section 1, unless otherwise specifically modified by provisions of this Lease:

Premise: 4735 21st Ave NE, Unit 101, Seattle, WA 98105

Landlord: Tripalink Property Management Inc SEA

Tenant(s): Shaik Mohammad Rafi

Term: Commencement date: 09/16/2024 at 3:00 PM PST

Termination date: 08/31/2025 at 11:00 AM PST

Total Monthly Installment (Rent plus Additional Services): \$873.00

- Monthly Rent Installment: \$985.00
- Monthly Credit Installment: \$112.00
- Utility and Internet Fee: See Section 1.6 and Utilities and Services Addendum
- Pet Fee (if applicable): See Pet Addendum
- Parking Fee (if applicable): See Parking Addendum

Number of Installments: 12

Security Deposit: \$1,000.00

Prepaid Last Month's Rent Deposit: \$985.00

Rent Payment Address: 1023 NE 43rd St, Seattle, WA 98105

Lease Addenda:

A. Rental Property Rules

B. Apartment Condition Report

C. Mold Addendum

D. Fire Safety and Protection Information

E. Crime and Drug Free

F. RRIO Certificate

G. Smoke-Free Addendum

H. Seattle Fair Housing

I. Rent Increase Notice

J. Bed Bug Addendum

K. Utilities and Services

L. Parking Addendum (if applicable)

M. Pet Addendum (if applicable)

N. MFTE Lease Rider Addendum

Renters Handbook

1.3 PAYMENT DUE ON LEASE EXECUTION

Upon execution of this Lease, Tenant shall pay to Landlord the first month's Rent, the prepaid Rent Deposit and the Security Deposit, in the amounts stated in Section 1, less any holding deposit already paid by Tenant to Landlord in connection with Tenant's rental reservation. Tenant's application fee and screening fees were nonrefundable and were not credited to the amounts due.

1.4 RENT

Tenant shall pay the Rent in the amount stated in Section 1, in advance, on or before the first day of each calendar month throughout the Term of this Lease. No matter what day the rent is actually due under this Lease, the rental period shall be from the first day of the month to the last day of the month during the Lease and during any month to month tenancy following the end of the Lease. Tenant is strongly encouraged to pay Rent by Automated Clearing House (ACH) or credit card automatic payment, but Tenant may also pay Rent by certified check, cashier's check, money order or personal check made payable to Landlord at the Rent Payment Address. CASH IS NEVER ACCEPTED FOR ANY AMOUNT DUE BY TENANT UNDER THIS AGREEMENT. If Rent is received by Landlord after the sixth (6th) day of the month, Landlord may charge Tenant a late fee for such month's rent payment equaling the greater of (i) Ten Dollars (\$10.00), and (ii) the maximum amount allowed by law. Any check that fails to clear the bank shall be treated as unpaid Rent and shall be subject to the late payment charges, plus a Fifty Dollar (\$50.00) returned check fee. SMC 7.24.034 limits fees for late rent payment to a maximum of \$10 per month. The new rule also bans any other fees associated with the preparation or delivery of a landlord-issued notice. Landlord reserves the right after a single returned check to require that all future payments for the 9 months following the most recent NSF check be made by money order, certified check or cashier's check. Landlord may change the Rent Payment Address in Section 1 from time to time by written notice to Tenant. If this community has a drop box, it is provided only as a convenience to the Tenants. Use of the drop box for payment of rent or any other amount and for providing notices to the Landlord are at the sole risk of loss or theft of the Tenant. If any payment is lost prior to receipt by the Landlord, Tenant agrees to immediately replace the payment at their sole cost. Tenant is strongly encouraged to make all payments directly to the Landlord and to obtain a receipt for all payments.

1.5 SECURITY DEPOSIT: PREPAID RENT

a) Trust Account. The Security Deposit shall be deposited by Landlord in the Landlord's trust account with BANK OF AMERICA Seattle, WA or such other depository as Landlord or its successor may identify to Tenant.

b) Refund of Security Deposit. The Security Deposit shall be held by Landlord as security for the faithful performance by Tenant of all the terms, covenants and conditions of this Lease to be kept and performed by Tenant during the entire Lease Term. If Tenant is in default under any provision of this Lease, Landlord may (but shall not be required to) use, apply or retain all or any part of the Security

Deposit for the payment of any Rent or other amount in default (such as late fees, returned check fees, lost key charges and repair charges), or for the payment of any amount which Landlord may spend or become obligated to spend by reason of Tenant's default, or to compensate Landlord for any other loss or damage which Landlord may suffer by reason of Tenant's default (including but not limited to attorneys' fees where Landlord is entitled to reimbursement for attorneys' fee pursuant to this Lease and under applicable law). If Landlord uses the deposit during the Lease, Tenant shall reimburse Landlord for the amount used within ten (10) days of written notice to do so. The Security Deposit does not limit Landlord's rights or Tenant's obligations. At the end of the Term, Tenant shall provide Landlord with Tenant's current forwarding address. Within thirty (30) days (or longer or shorter as allowed by Washington State law) of Lease termination and Tenant's surrender of the Premises, Landlord will mail or personally deliver payment of the portion of the Security Deposit that is being refunded (if any) to Tenant at Tenant's forwarding address, together with a statement of the basis for retaining any portion of the Security Deposit. In the case of multiple Tenants, the security deposit shall not be returned until the final Tenant on the agreement has vacated, and Landlord reserves the right to issue any refund check in the name of all Tenants or in the name of the final remaining Tenant. It is Tenants' sole responsibility to allocate any refunded amount between themselves. If the Security Deposit refund is returned to Landlord as undeliverable at such address, Landlord's responsibility for return of the refund shall be deemed satisfied. Without limiting the foregoing, Tenant understands that all or a portion of the Security Deposit may be withheld by Landlord upon termination of the Lease for any of the following reasons (among others):

- Tenant did not restore the Premises to their condition at the Lease commencement, less reasonable wear and tear from normal usage. Tenant agrees that staining is not normal wear and tear.
- Tenant did not comply with the cleanliness provisions in the Rental Property Rules. Tenant acknowledges that the Unit was professionally cleaned prior to move in, including the carpet, and unless Tenant provides invoices for professional cleaning that occurred within four (4) business days of move out, Tenant may be charged for professional cleaning of the Unit for damages to the carpet. Tenant acknowledges and agrees that stain and damage on carpet is not considered as normal wear and tear. To the extent that the carpet has incurred stains and/or damage, Tenant shall be liable for the cost of cleaning or repairing the affected carpet, or if necessary, for the replacement of the carpet.
- Tenant damaged or removed personal property, appliances or fixtures provided by Landlord.
- Tenant caused damage to the Premises, the Common Areas or other part of the Property.
- Tenant did not return all keys and keyfobs to Landlord.
- Landlord is entitled to reimbursement for attorneys' fees as the result of Tenant's default.
- If Tenant vacates the unit prior to the end of the initial lease term (whether voluntarily or not, except as allowed by law or by fully complying with any early buy out or early termination procedure if allowed for in the lease), the entire security deposit shall be forfeited and no portion of it shall be

returned to Tenant or credited against any amount owing at the end of the tenancy.

- Tenant leaves excess garbage, furniture or other items on or around the Premises, and Landlord (i) is required to hire a third party's services to remove any such items, or (ii) incurs additional costs to have any such items removed.

c) Use of Prepaid Rent. The Prepaid Rent shall be applied towards the Rent for the last month of the Term of the Lease, and Tenant has no right to use Prepaid Rent at any time prior to the last month of the tenancy. If the rent has been increased during the tenancy, Tenant agrees that the amount of the Prepaid Rent shall be deemed to be a partial payment of the full rent owing for the last month of tenancy, and any balance due shall be paid per the terms of this Lease.

1.6 UTILITIES

The Tenant is responsible for paying utilities as detailed in the Utilities Addendum. Provided, however, that telephone and/or cable television service is the sole responsibility of Tenant. Except as may be provided by applicable law, Landlord shall not be liable to Tenant or anyone else for impairment or cessation of any utility or service, or for failure or delay in making repairs, to the extent any of the foregoing are due to accident; to governmental laws or regulations; to the making of repairs, alterations or improvements; to labor difficulties; to trouble in obtaining fuel, electricity service, Internet service or supplies from Landlord's usual sources; or to any other cause beyond Landlord's reasonable control.

1.7 TENANT'S PERSONAL PROPERTY: RENTERS INSURANCE

Tenant is not a beneficiary or co-insured of any insurance policy maintained by the landlord, including but not limited to any structural or fire insurance. Tenant's personal property in or on any part of the Building or the Property shall be at the sole risk of Tenant. Neither Landlord nor its agents or employees shall be liable for personal injury or damage or loss of Tenant's personal property from theft, vandalism, fire, water, rainstorms, smoke, explosions, earthquake, or other cause whatsoever. Tenant shall obtain, at his/her sole expense, a standard type of tenant's or renter's insurance policy, or its equivalent, issued by a licensed insurance company of Tenant's selection, which provides for limits of liability of at least \$100,000 personal liability, and shall provide proof of such insurance to Landlord at the commencement of the tenancy and upon written request. The policy shall list Landlord as an Interested Party or Additional Insured on the declarations page of the policy and

provide that Landlord shall receive written notice of at least thirty (30) days prior to the expiration or termination of the policy. The policy must extend coverage for negligent water damage Tenant may cause. Tenant acknowledges that the insurance maintained by the Landlord for the Property does not provide any type of coverage for: (a) loss of a tenant's personal property such as furniture, clothing, jewelry, computer, etc. caused by fire, theft, storms, water damage or other perils; or (b) liability claims brought by third parties against a tenant for bodily injury or damage to such third party's property. Under certain circumstances, Tenant could be held personally liable for certain types of losses to the Property caused by Tenant's negligence and/or negligence on the part of Tenant's guests or invitees. In no event is Tenant a co-insured on any insurance policy maintained by Landlord, its agents or employees.

In the event that Tenant fails to obtain and maintain the liability policy as required, Landlord may elect to force place liability coverage and Tenant will be assessed a monthly \$20 charge. Tenant agrees to pay this amount every month that Tenant does not provide to Landlord evidence of acceptable coverage in place, as additional rent.

Signature Section

By signing below, you acknowledge and agree to the terms in Section 1.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

2. Policies and Procedures

2.1 BUILDING: COMMON AREAS

The Premises are part of a building known as

Alta Studios

4735 21st Ave NE, Seattle, WA 98105

(the "Building") The Building and the real property on which it is located are referred to in this Lease as the "Property". Tenant shall also have the right to use those areas of the Property that are made available by Landlord from time to time for the general use, convenience and benefit of Landlord, Tenant and other residents of the Property, such as sidewalks, landscaped areas, pedestrian areas and walkways, shared kitchen areas, shared laundry area, and hallways (the "Common Areas").

2.2 OCCUPANCY BY TENANT ONLY

The Premises shall be occupied by Tenant(s) specified in section 1.2, BASIC LEASE INFORMATION AND LEASE ADDENDA and no other person, and shall be used as a private dwelling and for no other purpose. No business of any kind shall be conducted on or from the Premises. Any person staying in the apartment, day or night, for more than 7 consecutive days, or more than 14 days in any 12 month period, without the prior written consent of the Landlord, shall be deemed to be an unauthorized occupant. Receipt of mail at the apartment by any person not listed on this agreement shall be deemed to be proof of occupancy by that person.

2.3 OCCUPANCY BY TENANT ONLY: USE

The use of AirBNB or any other similar short term rental service shall be strictly prohibited, and shall be a material violation of the terms of the lease. "Use" includes advertising, and any and all other

activities involved in locating short term renters and or disseminating information of, and regarding, the possible availability of the Premises for any apartment for rental by short-term or transient occupants on sites such as Expedia, Priceline, hostels.com, booking.com, Airbnb or other similar locator websites, or web-based, electronic media, or private websites for individuals or companies.

2.4 ACCELERATION

In the event of default, all future rent owing under the Lease or Rental Agreement shall be immediately accelerated and the total rent and all future late charges shall be due and owing as of the date of the default. Tenant understands that if Tenant is given a notice to pay or comply or vacate and chooses to vacate the unit during the period of the notice, that the Tenant shall remain liable for the rent through the end of the lease term or the next month in the case of a month-to-month tenancy.

2.5 COMPLIANCE AND LAWS

Tenant agrees to comply with all laws, regulations and ordinances governing the use and occupancy of the Premises, the Common Areas and the Property. Harassment or sexual harassment or harassment based on any other protected class of any other Tenant or member of Management team shall be strictly prohibited and shall be deemed to be a substantial and material violation of the terms of the Lease. Tenant understands and agrees that Tenant is responsible for the conduct of themselves, all members of their household, guests and invitees and that Tenant's failure to comply with all terms and obligations under this Lease, laws, any addenda to the Lease, and the community rules shall be deemed to be a material and substantial violation of the Lease.

2.6 NO SMOKING

- 1.** Smoking of any kind is not permitted. Tenant shall not undertake or conduct, nor permit his/her guests or invitees to undertake or conduct such activity in or at the Premises, the Common Areas, the Building or anywhere on the Property. The term "smoking" means inhaling, exhaling, breathing, or carrying any lighted cigar, cigarette, e-cig or vaping machine/device, hooka, or other tobacco product or similar lighted product in any manner or in any form, including marijuana. Tenant acknowledges that Landlord's adoption of a smoke-free living environment, and the efforts to designate the Premises as smoke-free, do not make the Landlord or any of its managing agents the guarantor of Tenant's health or of the smoke-free condition of the Tenant's Apartment and Premises. However,

Landlord shall use its efforts to enforce the smoke-free terms of its leases and to make the Premises smoke-free. Landlord is not required to take steps in response to smoking unless Landlord has actual knowledge of said smoking or has been given written notice of said smoking.

2.7 PETS

If applicable, a Pet Lease and Rules Addendum is attached. No pets are allowed without a signed Pet Lease and Rules Addendum. Overnight pet guests and pet-sitting are not permitted. If a pet becomes a problem in the sole opinion of the Landlord, Landlord reserves the right to require that a pet be removed from the property. Once a pet has been removed from the property, the pet deposit shall not be returned until the termination of the tenancy. If Tenant has pets, service or companion animals, they must be secured during maintenance work. If not, Maintenance shall be entitled to leave the unit prior to the completion of the work and it shall be Tenant's sole responsibility to schedule the completion of the work after the animal has been secured. Maintenance reserves the right to refuse maintenance work if only a person under age 18 is present at the time of the work.

Signature Section

By signing below, you acknowledge and agree to the terms in Section 2.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105

(206) 525-5625

3. Responsibilities

3.1 CONDITION AND MAINTENANCE OF PREMISES

Tenant acknowledges that he/she has inspected the Premises and that the Premises are in good condition at the commencement of this Lease, except as otherwise indicated on the Apartment Condition Report. If Tenant fails to notify Landlord by a written statement within three (3) days after occupancy of any deficiencies not previously noted, then the condition noted in the Apartment Condition Report shall be the conclusive determination of the apartment condition at time of occupancy. Tenant shall keep the Premises and all furnishings, appliances, floors, window coverings and fixtures provided by Landlord in as good repair as the same were in at the beginning of the Term, excepting only reasonable wear and tear. Tenant acknowledges and agrees that soilage and any cleaning, or repair or replacement due to smoke damage from any source, including cigarette smoke, candles and/or incense, is not considered normal wear and tear. Tenant shall maintain the Premises in a clean and sanitary condition. Tenant shall comply with the maintenance and cleanliness requirements set forth in the Rental Property Rules Addendum and Mold Addendum. Tenant shall not make any alterations, changes or additions to the Premises or the Common Areas, except as may be permitted by the Rental Property Rules Addendum. Tenant shall promptly notify Landlord of any safety issue or any necessary repairs or damage to the Premises or the Common Areas such as leaking, pipes, toilets, faucets, etc. Resident agrees to arrange with others to check in on the premises when absent for more than forty-eight (48) hours. Landlord reserves the right to refuse maintenance work if only a person under age 18 is present at the time of the work.

3.2 PEST CONTROL: BEDBUGS

Landlord shall not be responsible or liable for any infestation of the Premises by insects (including but not limited to bedbugs), rodents or other pests (collectively "Pests") caused or initiated by Tenant, his/her guests or invitees. Tenant agrees to maintain the Premises in a manner that prevents the

occurrence of any Pest infestation, by practicing good housekeeping and keeping the Premises clean. Tenant shall indemnify and hold harmless Landlord from any claims, losses, damages and expenses sustained or incurred by Landlord as a result of a Pest infestation caused or initiated by Tenant, his/her guests or invitees. In the event of an infestation, Landlord may engage a pest management consultant, and Tenant shall cooperate with Landlord's pest control efforts (including but not limited to the application of pesticides to the Premises) and shall comply with all recommendations of the pest management consultant. Without limiting the generality of the foregoing, Tenant specifically represents that all furnishings and other personal property that will be moved into the Premises are free of bedbugs or other Pests, that Tenant agrees to avoid using secondhand or rental furnishings (especially mattresses) as such items are often infested with bed bugs. Tenant agrees to immediately contact Landlord in the event of any infestation.

3.3 FIRE SAFETY: SMOKE DETECTORS AND SPRINKLERS

Tenant acknowledges that he/she has received the Fire Safety and Protection Information Addendum accompanying herewith. Tenant acknowledges that he/she will inspect the smoke detector in the Premises and that if it is not operable and in good condition at the commencement of occupancy, Tenant will notify Landlord within the time frame in section 12. Tenant shall maintain the smoke detector, including batteries, and shall test the smoke detector at least once a month. Tenant shall immediately notify Landlord if the smoke detector does not work. Tenant will not block, cover or attach anything to the sprinklers located in the ceiling of the Premises.

3.4 LOCK OUTS AND KEYS: LOCK-OUT FEE

Tenant will receive one (1) key to the Tenant's Unit, one (1) key to the Tenant's mailbox, one (1) entry key to the Building entrance. Tenant will be charged the following fees if such keys are not returned at the termination of this Lease or if such keys are lost and must be replaced by Landlord: \$50.00 for Unit Key; \$50.00 for mailbox key; \$50.00 for entrance keyfob. A lock-out fee of \$50.00 from 9:00 a.m. to 5:00 p.m. and \$100.00 at all other times, shall be charged if Tenant locks him/herself out of the Building or the Premises and re-entry is provided by Landlord. Landlord may in its sole discretion, dispatch a locksmith to provide for re-entry to the Premises, and Tenant shall pay the locksmith fees.

3.5 RENTAL PROPERTY RULES

Tenant shall use, occupy, and maintain the Premises and the Common Areas in accordance with the

Rental Property Rules Addendum. Landlord shall have the right to amend the Rental Property Rules Addendum from time to time, which amendment shall be effective upon Landlord providing a copy to Tenant. Tenant understands and agrees that Tenant's failure to comply with all terms and obligations under this Lease, laws, any addenda to the Lease, and the community rules shall be deemed to be a material and substantial violation of the Lease.

3.6 MAINTENANCE: CASUALTY - LANDLORD'S RESPONSIBILITIES

- a) Landlord shall (i) maintain and operate the Premises, the Building and the Property in substantial conformance with all applicable laws, regulations and ordinances, (ii) maintain all structural components of the Building in good repair, (iii) keep Common Areas reasonably clean and safe from defects; and (iv) maintain all electrical, plumbing, heating and other facilities and appliances supplied by Landlord in reasonably good working order.
- b) In the case of destruction of the Premises, as determined solely by Landlord, Landlord shall have the absolute right, even if the Premises is not condemned by any governmental agency, to terminate this Lease after five (5) days written notice to Tenant. In the event of damage to the Premises or Property by fire, water or other hazard, and the damage is such that it does not interfere with Tenant's occupancy of the Premises, Landlord may make such repairs as needed with reasonable promptness and Rent shall not abate during the period of such repairs. If, in Landlord's opinion, the Premises or the Property are so damaged as to be unfit for occupancy, and Landlord elects to make such repairs, the Rent provided for herein shall abate during the period of time the Premises are not occupied by Tenant, but in all other respects the terms and provisions of this Lease shall continue in full force and effect. In the event the Premises or Property are so damaged or destroyed as to be, in the sole opinion of Landlord, incapable of being satisfactorily repaired, then this Lease shall terminate and Tenant shall immediately vacate. In such case, Tenant shall pay Rent up to the day Tenant vacates the Premises.
- c) Nothing in this Lease, including but not limited to the language of this section, shall obligate the Landlord, its agent or employees to repair any damage caused by Tenant or his/her guests or invitees, or to relocate Tenant during any period following such damage and during any repair of such damage. If Landlord chooses to make such repairs, Tenant shall fully reimburse Landlord for the total costs of such repairs within ten (10) days of receipt of a billing statement. Further, in the event such damages are caused by Tenant or Tenant's guests or invitees, Tenant shall not be entitled to

terminate this Lease without remaining liable for Rent throughout the Term of the Lease, nor shall Tenant be entitled to any reduction in Rent.

Signature Section

By signing below, you acknowledge and agree to the terms in Section 3.

Tripalink Property Management Inc.



2905 S Vermont Ave • Suite 204 • Los Angeles, CA
90007 (800) 208-1158

4. General Clauses

4.1 TERM

The Term of this Lease shall commence on the Commencement Date and end on the Termination Date, unless Tenant and Landlord have agreed in writing, signed by the Parties to this Lease, to an extension. Tenant agrees that Landlord shall not be liable for damages or costs incurred by Tenant because of Landlord's inability to deliver possession on the Commencement Date. If delivery of possession is delayed, Rent shall be prorated to the date of possession. Either Party to this Lease may declare this Lease null and void if possession is delayed fifteen (15) or more calendar days, in which case all money paid by Tenant to Landlord shall be refunded. At the expiration of the initial term of this Lease, this tenancy shall NOT automatically convert to a month-to-month agreement. Prior to the termination of the lease term, Landlord will provide Tenant the opportunity to renew the Lease for another fixed lease term, in accordance with applicable laws. The rental agreement shall terminate on the last date of the agreement at 11:00 AM PST. In the case of Tenant holdover following the termination of this Lease, Landlord reserves the right to assess a month-to-month fee of 9.99% rent increase starting the first day after the last day of the lease term. Upon expiration of the above-stated term, all Resident's rights to occupy the Premises shall cease without right to extend the term hereof.

4.2 PROPERTY MANAGEMENT

Landlord may delegate some or all of its responsibilities under this Lease to a management company (the "Manager") from time to time. In such event, Landlord shall notify Tenant of the person(s) Tenant should contact for property management matters (such as the need for repairs, lock-outs, and the like).

4.3 ASSIGNMENT AND SUBLETTING

Tenant shall not assign this Lease nor sublet any part or all of the premises nor permit any other person to occupy any part or all of the premises without express written permission from ownership in the form of a sublease addendum, with such permission subject to Landlord's sole discretion. Furthermore, in the event that Landlord approves any subtenant, Tenant shall remain fully liable and responsible to Landlord for Tenant's obligations under this Lease and such subtenant's compliance with the terms of this Lease, including but not limited to payment of Rent, compliance with surrender of premises following termination of this Lease, and all other provisions. Specifically in the case of a subtenant that fails to leave the Premises following termination of this Lease, Tenant will be charged an administrative fee of \$500 per month for Landlord's removal efforts, through the time period in which subtenant surrenders possession of the Premises.

For the avoidance of doubt, guests of Tenant staying in accordance with the time periods set forth in Section 2.2 are permitted and do not require authorization by Landlord. Changes in occupancy are not permitted without the prior written approval of Landlord at Landlord's sole discretion. Resident(s) unilateral change in marital status or member of their living group does not modify or amend this agreement unless Landlord has approved the change in writing through a mutually executed written amendment to this Agreement. Should Landlord agree to any sublet, assignment or change in occupancy, the vacating Tenant recognizes that any prepayments or refundable deposits will be assigned to the successor tenant and any refund shall be made solely to the successor tenant at the termination of tenancy.

4.4 SURRENDER OF PREMISES AFTER TERM

Unless Tenant has entered into a new lease for the Premises, upon termination of this Lease, Tenant shall vacate the Premises and shall (a) remove all of his/her furniture, belongings, rubbish, trash, food and other items from the Premises and deliver the Premises to Landlord in broom clean condition, (b) deliver all keys and keyfobs to Landlord, and (c) provide a forwarding address to Landlord.

4.5 TENANT INDEMNIFICATION

Tenant shall be responsible to pay for the cost of repair of damage to Landlord's property, the Premises or the Property caused by Tenant or his/her guests or invitees. Tenant shall indemnify and hold harmless Landlord, its agents and employees from and against any and all claims, losses, liabilities and damages to property or person arising from Tenant's or his/her guests' or invitees' use of the Premises or the Property or from any activity, work or thing done, permitted or suffered by

Tenant in or about the Premises or the Property. Without limiting the foregoing, all plumbing, electrical, appliance or glass repairs due as the result of Tenant's or his/her guests' or invitees' neglect, misuse or accident will be repaired at Tenant's cost, and clogged or plugged sinks, toilets or drains as a result of Tenant's or his/her guests' or invitees' misuse or noncompliance with the Rental Property Rules will be repaired at Tenant's cost. Neither Landlord nor its agents or employees shall be liable to Tenant or Tenant's guests or invitees for any damage or loss to person or property caused by other tenants of the Property or other third parties. If any of Landlord's agents or employees are requested to render any services such as moving personal property, handling of furniture, cleaning, signing for or delivering packages, or any other service not contemplated in this Lease, such employee shall be deemed to be the agent of the Tenant regardless of whether payment is arranged for such service, and Tenant agrees to indemnify and hold Landlord and its agents harmless from all loss suffered by Tenant or other person in any of the aforesaid circumstances.

4.6 BUILDING ENTRY

Landlord intends to provide controlled access to the Building. Tenant acknowledges that the purpose of the controlled access entry is to limit access to the Building to unauthorized persons. The entry is not designed as or represented to be a security system. Tenant should continue to use security precautions at all times. **Tenant acknowledges that neither Landlord nor Manager, nor their agents or employees, provide any security to Tenant, or Tenant's guests/invitees and that Tenant and all guests shall be solely responsible for their own personal safety and that of their personal property, and have not made any representation, written or oral, concerning the safety of the Premises, the Property or surrounding community, or the effectiveness or operability of any security measures.**

4.7 DEFAULT BY TENANT

The occurrence of any one or more of the following shall constitute a default under this Lease (each, an "Event of Default"):

- a) Failure to Pay Rent. Tenant fails to make any payment of Rent or other charge when due. Tenant must cure any default under this subsection (a) within fourteen(14) days after receiving written notice to comply or vacate from Landlord.
- b) Failure to Perform. Tenant fails to observe or perform any material term or condition of this Lease or under the Washington State Residential Landlord-Tenant Act. Tenant must cure any default under this subsection (b) within ten (10) days after receiving written notice to comply or vacate from

Landlord.

- c) Repeated Defaults. Tenant fails to perform any of Tenant's obligations under the Lease three (3) times within any twelve (12) month period. Tenant must vacate the Premises within ten (10) days of notice from Landlord if Tenant is in default under this subsection (c).
- d) Nuisance or Waste. Tenant seriously damages the Premises or Common Area (causes "waste"), causes a nuisance (including drug-related activity) or maintains an unlawful business. Tenant must vacate the Premises within three (3) days of notice from Landlord if Tenant is in default under this subsection (d).
- e) Criminal Activity. Tenant engages in, facilitates, or uses the Premises or Common Areas for, any criminal activity. Tenant must vacate the Premises upon notice from Landlord under this subsection 25(e).
- f) Any other violation of Tenant's obligations as set out in RCW 59.12.030 or RCW 59.18.

4.8 REMEDIES ON EVENT OF DEFAULT

Upon the occurrence of an Event of Default, Landlord may exercise any and all remedies available to it under law, including but not limited to the right to commence unlawful detainer proceedings to evict Tenant from the Premises. Tenant acknowledges receipt of the Landlord Tenant Law Addendum, which includes a summary of City of Seattle laws regarding residential leases (including an explanation of the "Just Cause Eviction Ordinance").

4.9 ACCESS

Tenant shall allow Landlord, its agents and employees access at all reasonable times to the Premises for the purpose of inspection or to show the Premises to prospective purchasers, mortgagees, or renters, or any other person having a legitimate interest therein, or to make necessary repairs or improvements. Landlord, its agents or employees, will provide reasonable notice to Tenant prior to such access; provided, however, that tenant agrees that in case of an emergency or abandonment Landlord may enter the Premises without prior notice or the consent of Tenant.

4.10 FACILITIES

Tenant understands and agrees that any and all facilities provided by the Landlord are provided as a gratuity and are not a part of the Tenant's rental agreement, and that Landlord reserves the right to change or limit the hours of any such facilities, or to eliminate them completely without prior notice to the Tenants and that any such action by Landlord shall not constitute a claim by Tenants of any breach of this lease by Landlord, nor be a basis for any reduction of Tenant's rent or early termination of Tenant's lease agreement. No management provided facilities, including but not limited to fitness rooms, pools, spas, or courts, or theater rooms, and no common areas or garages, may be used by any Tenant for any commercial or business purpose including teaching classes or training.

4.11 COSTS AND ATTORNEY'S FEES

In the event of disagreement or litigation regarding the performance of the terms and provisions of this Lease by either party hereto, the prevailing party shall be entitled to the payment of their costs and expenses, including reasonable attorneys' fees, as provided and limited by applicable law. If the matter is not filed in court, both parties agree that the prevailing party is entitled to be compensated upon demand to the other party. The Landlord shall be deemed to be the prevailing party if the action voluntarily is halted by the Landlord prior to judgment, or if the case is not filed, prior to filing, on the basis that the Landlord accepted from the Tenant of all or part of the amounts alleged to be owing, or on the basis that the Tenant vacated the rental unit. Any legal action arising from or relating to this Lease shall be brought in the state courts located in King County, Washington.

4.12 WAIVER: SEVERABILITY

Failure of Landlord to enforce any provision of this Lease will not be deemed a waiver. Landlord's acceptance of Rent or partial Rent will not waive Landlord's right to enforce any provision of this Lease, including the full payment of Rent. If any Tenant pays only a portion of rent or other charges due (partial payment), with the government or another entity being responsible for paying the remainder of the rent and/or other charges due, and the government or other entity actually pays its portion and the Tenant fails to pay its portion as agreed, then Tenant agrees that in such an instance receipt of any payment from the government or other entity does not constitute a partial payment and Landlord may move forward with eviction proceeding against Tenant, unless the parties agree

and enter into a written non-waiver agreement. All parts, portions and provisions of this Agreement shall be deemed separate and severable. In the event of the invalidity of any part, portion or provision, the rest of this Lease, which with such part, portion or provision, deleted, shall be given full force and effect.

4.13 COMPLETE AGREEMENT: MODIFICATIONS

This Lease and the Addenda constitute the entire agreement of the parties with respect to the subject matter hereof, and except as specifically provided herein, neither this Lease nor any provision hereof may be waived, modified, amended or terminated except by a written agreement signed by both parties hereto. No verbal agreements, advertisements, warranties or representations have been made or relied upon by either party or any agent or employee of either party, and neither party nor any agent or employee of either party is entitled to alter any provisions of this Lease by any verbal representations or agreements to be made subsequent to the execution of this Lease. By signing the Lease, Tenant acknowledges receipt of Lease and all listed Addenda, including but not limited to a paper copy of the Renting In Seattle Handbook.

4.14 TIME IS OF THE ESSENCE

Time is of the essence in this Lease.

4.15 CLASS ACTION WAIVER

To the fullest extent permitted by law, Tenant and Landlord agree that no class or collective actions can be asserted in arbitration or otherwise. All claims, whether in arbitration or otherwise, must be brought solely in Tenant's or Landlord's individual capacity, and not as a plaintiff or class member in any purported class or collective proceeding.

Signature Section

By signing below, you acknowledge and agree to the terms in Section 4.

Tripalink Property Management Inc.



2905 S Vermont Ave • Suite 204 • Los Angeles, CA
90007 (800) 208-1158

5. Sign and Accept

5.1 ACCEPTANCE

This is a legally binding document. By typing your name, you are consenting to use electronic means to (i) sign this contract (ii) accept lease agreement and addenda. You will receive a printed contract for your records.

COUNTERPARTS; ELECTRONIC SIGNATURE: This Lease may be executed in any number of counterparts, all of which taken together shall constitute one and the same instrument. Delivery of an electronic signature of a signed version of this Lease via email or facsimile shall have the same effect as delivery of an original.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

X _____

Lessor

Date Signed

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum A. Rental Property Rules

1. NOISE AND DISRUPTIONS

Tenants shall not cause any substantial interference with the rights, comfort, enjoyment or safety of other tenants of the Building. Tenants shall not make (nor permit any guest or invitee to make) any disruptive or disturbing noise in their units, the Building or outside the Building that interferes with the rights, comfort or convenience of other tenants. The noise level in the Building should be kept low to allow other tenants the opportunity to sleep and study in comfort. Tenants shall not play musical instruments, television, audio/stereo equipment, computer games or other like devices in a manner that disturbs other tenants, and all such sounds should not be audible outside a tenant's unit between the hours of 9:00 p.m. and the 8:00 a.m.

Landlord reserves the right to cover the units' floors with carpets or mats to minimize noise to adjacent units.

2. NO FIREARMS OR OTHER HAZARDOUS MATERIALS PERMITTED

No firearms (including air guns or paintball guns), ammunition, fireworks or explosives, or hazardous materials (other than cleaning materials and other household items) shall be kept in any units or anywhere in the Building.

3. FIRE SAFETY

Tenants must comply with the Fire Safety and Protection Information Addendum to the Lease.

Tenants shall not tamper with or take any action that would interfere with any fire safety or suppression equipment in the Building, including fire extinguishers, fire alarms, or sprinkler heads. Tenants must not make contact with or hang anything on the sprinkler heads in their units. The sprinkler system is fully charged with high pressure water and must be treated with extreme caution.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

No receptacles, bicycles, door mats, boxes or other items shall be placed in the halls, passageways or other Common Areas.

4. NO HARASSMENT

Tenant, Tenant's guests and invitees, shall at all times have due regard for other tenants' and neighbors' peaceable and quiet enjoyment of their homes and the use of the Property. Harassment of any kind is a violation of this lease. Harassment on the basis of race, color, creed, sex, marital status, national origin, the presence of any sensory mental, or physical disability, or any other protected class designated by the city of Seattle is additionally a violation of the law and will be dealt with accordingly.

5. ENTRY SYSTEM

Tenants shall make sure the door closes behind them at all times before walking away, to prevent any unauthorized person from gaining access to the Building.

Tenants shall not loan their keys or keyfobs to anyone.

Tenants shall not allow access through the electronic access system (telephone or buzzer) to anyone whose identity is not known. Tenants shall not prop open or block any exterior doors.

6. CLEANLINESS

Tenants shall not create or permit any condition that is unduly attractive to insects, rodents or other pests, such as improper storage of food or failure to dispose properly of food waste.

Tenants should sweep, mop and dust their units regularly. Sinks, counterparts and appliances should be cleaned regularly. Condensation on windows should be wiped dry. Tenants shall not use abrasive products like Comet on the bathroom fixtures, nor use Liquid Plumber, Drano or similar products in drains.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Tenants shall not sweep, throw or dispose of anything from any doors or windows of their units or other parts of the Building.

Tenants shall properly dispose of rubbish, garbage and waste in a clean and sanitary manner at least once a week. All trash and garbage shall be placed in proper receptacles. Wet garbage shall be wrapped in plastic bags, and all plastic garbage sacks must be tied shut.

Tenants will utilize the Building dumpsters solely for trash generated by the tenants and will not allow third parties to dispose of garbage or other materials at the Property.

Tenants shall segregate and recycle those materials that can be recycled and composted.

7. COMMON AREAS

Common Areas shall be cleaned by tenants promptly after each use.

The use of the hallways, stairwells, laundry room, and all Common Areas is to be quiet, clean and considerate with respect for the comfort of other tenants.

Each tenant shall maintain the entryway and hallway in front of his/her unit in a clean and sanitary condition.

Tenants shall clean all spills they create in the Common Areas, and clean the kitchen area after each use. Tenants shall remove their cooking utensils after using the shared kitchen.

8. NO ALTERATIONS

Tenants shall not paint, wallpaper, dye or stain, put nails or screws in walls, rewire, or otherwise alter or change their units or any Common Areas. Tenants shall not temporarily or permanently alter, remove, modify or relocate fixtures, window coverings, cable jackets, wiring or locks. If nails, hooks, screws, tacks, etc. are used to affix items to the walls, the tenant may be charged for damages resulting therefrom.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Tenants shall not install contact paper in drawers or in cabinets, or use decals on appliances, cabinets, mirrors or doors, nor paste any posters to the walls.

Tenants shall not alter or remove the window treatments. Only supplied window treatments may be used. Tenants shall not cover windows, doors or balconies (if applicable) with any object, and shall maintain the uniform appearance of the exterior of the building and their units.

No articles shall be hung from the windows or doors of the units or the Building.

9. APPLIANCES

Residents shall use and operate all appliances in their Rooms properly. No Resident shall install or operate a dishwasher, washing machine, clothes dryer, window-mounted air conditioning unit, hot plate, disposal, toaster oven, portable LP cook stove, or other similar appliances (unless supplied by Owner) in his/her Room. Portable air conditioning units and space heaters are allowed, provided they are set up and operated according to safety guidelines. Rice cookers are also permitted. Residents shall not excessively use any utilities provided by Owner and, in addition to all other remedies, shall reimburse Owner for all utility charges incurred as a consequence of any unauthorized operation of such equipment.

10. USE OF UTILITIES AND SYSTEMS

Tenants shall not use the toilets, waste pipes, drains or other plumbing fixtures in their units or the Building for any purpose other than those for which they were intended. Tenants shall not put any improper articles into the toilets or drains. For example, Tenants shall not put the following items into the toilets or drains: hair, excessive toilet paper, sweepings, rubbish, rags, food, cooking oil, paper towels, feminine hygiene products, cotton balls, Q-tips, bandaids, adhesive pads, paint, etc. Tenants shall not block or otherwise interfere with the operation of any heating, ventilating or air conditioning equipment. Tenants shall not permit water, heat or other utilities to be wasted.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Tenants shall not overload the electrical system and no extension cords shall be placed under rugs or carpeting.

11. LAUNDRY FACILITIES

Tenants shall use the laundry facilities in accordance with posted instructions.

The laundry facilities shall be used only for washing and drying of the usual personal and household articles. No cleaning with flammable materials or dying of clothes in washing machines is permitted.

Tenants shall promptly remove their laundry after completion of the washing or drying cycle, as applicable.

12. VEHICLES; BICYCLES

Bicycles may not be stored in hallways or Common Areas or units except for storage areas designated by Landlord.

Each Tenant may store one (1) bicycle in the Common Bike Storage located in the basement level of the Building. Storage is on a “first come first served” basis, and Landlord does not assign individual bike storage spaces to any Tenant.

Tenants shall not park automobiles, motorcycles, motorized scooters, motorized bicycles or other vehicles on the Property.

13. OTHER

Tenants shall not post or display any signs, art, publications or other materials in or on the windows or doors of their units, Common Areas or on the Property.

Barbecues shall not be used inside of the Building.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

14. WATER-HEATER

Pursuant to RCW 19.27A.060, the State of Washington requires that upon occupancy, the Temperature control in a domestic hot-water heater within a rental dwelling be set not higher than a 120 degrees Fahrenheit. Resident acknowledges that the water heater is inaccessible. Resident has inspected the accessible hot-water heater and to the best of Resident's knowledge does not believe it to be set higher than 120 degrees Fahrenheit.

15. ACCEPTANCE

I have read, understand and agree to comply with terms and provisions set forth herein. I understand and agree that this Addendum is a part of my Lease.

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum A.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum B. Apartment Condition Report

1. APARTMENT CONDITION REPORT

This Addendum is a part of your Lease.

Tenant acknowledges he (she) has inspected or is scheduled to inspect the apartment prior to occupancy. A copy of the Apartment Condition Report will be delivered to the Tenant after the inspection. The report will state that said apartment is in good condition with the exceptions as noted. If Tenant fails to notify Landlord by a written statement within three (3) days after occupancy of any deficiencies not previously noted, then the condition noted shall be the conclusive determination of the apartment condition at time of occupancy.

I/We understand that upon vacating the above unit, charges will be assessed for cleaning required. Repair and replacement costs resulting from resident negligence will also be added.

The report may be delivered in electronic format.

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum B.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum C. Mold Addendum

1. OVERVIEW

This Addendum is a part of your Lease.

Tenant acknowledges that mold can grow if the Premises and Common Areas are not properly maintained or ventilated. If moisture is allowed to accumulate, mildew and mold can grow. It is important for Tenant to keep the Premises and Common Areas clean and to promptly notify Landlord of any leaks, moisture problems, and/or mold growth. Tenant agrees to maintain the Premises and Common Areas in a manner that prevents the occurrence of an infestation of mold or mildew.

Tenant agrees to uphold this responsibility in part by complying with the following list of responsibilities:

1. Tenant agrees to keep the Premises free of dirt and debris that can harbor mold.
2. Tenant agrees to immediately report to Landlord any water intrusion, such as plumbing leaks, drips, or "sweating" pipes in the Premises and Common Areas.
3. Tenant agrees to immediately notify Landlord of overflows from bathroom, shared kitchen, or shared laundry facilities, especially in cases where the overflow may have permeated walls or cabinets.
4. Tenant agrees to immediately notify Landlord in writing of any significant mildew or mold growth on surfaces in the Premises or Common Areas.
5. Tenant agrees to allow Landlord to enter the Premises to inspect for mold and make necessary repairs.

Tripalink Property Management Inc.

TRIPALINK

1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

6. Tenant agrees to use the bathroom exhaust fan while showering or bathing, to use the exhaust fans when using the shared kitchen, and to use exhaust fans whenever cleaning the bathroom, Premises or Common Areas. If the Premises or Common Areas are equipped with an automatic ventilation fan, Tenant agrees to not disable or otherwise adjust the fan settings. Tenant also agrees to report to Landlord any non-working fans in the Premises or Common Areas.
7. Tenant understands that mold can grow on damp surfaces within 24 to 48 hours and agrees to clean and dry any visible moisture on windows, walls, and other surfaces, including personal property, as soon as reasonably possible.
8. Tenant agrees to notify Landlord of any problems with the heating, ventilating, and/or air conditioning systems.
9. Tenant agrees to indemnify and hold harmless Landlord from any actions, claims, losses, damages, and expenses that Landlord may sustain or incur as a result of the negligence of Tenant, including failure to abide by this agreement, or any other person living in, occupying, or, using the Premises.

2. WHAT ARE MOLDS?

Molds are tiny microscopic organisms that digest organic matter and reproduce by releasing spores. Molds are a type of fungi and there are over 100,000 species. In nature, mold helps decompose or break-down leaves, wood and other plant debris. Molds become a problem when they go where they are not wanted and digest materials such as our homes.

3. WHAT MAKES MOLDS GROW IN MY HOME?

Tripalink Property Management Inc.

 TRIPALINK

1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Mold enters your home as tiny spores. The spores need moisture to begin growing, digesting, and destroying. Molds can grow on almost any surface, such as wood, ceiling tiles, wallpaper, paints, carpet, sheet rock, and insulation. The mold grows best when there is lots of moisture from a leaky roof, high humidity, or flood. There is no way to get rid of all molds and mold spores from your home. But you can control mold growth by keeping your home dry.

Can I be exposed to mold?

When molds are disturbed, they release spores into the air. You can be exposed by breathing air containing these mold spores.

4. CAN I BE EXPOSED TO MOLD?

When molds are disturbed, they release spores into the air. You can be exposed by breathing air containing these mold spores. You can also be exposed through touching moldy items, eating moldy food, or accidental hand-to-mouth contact.

5. DO MOLDS AFFECT MY HEALTH?

Most molds do not harm healthy people. But people who have allergies or asthma may be more sensitive to molds. Sensitive people may experience skin rash, running nose, eye irritation, cough, nasal congestion, aggravation of asthma or difficulty breathing. People with an immune suppression or underlying lung disease, may be at increased risk for infections from molds. A small number of molds produce toxins called mycotoxins. When people are exposed to high levels of mold mycotoxins they may suffer toxic effects, including fatigue, nausea, headaches, and irritation to the lungs and eyes. If you or your family members have health problems that you suspect are caused by exposure to mold, you should consult with your physician.

Tripalink Property Management Inc.

 TRIPALINK

1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

6. WHEN IS MOLD A PROBLEM?

You know you have mold when you smell the "musty" odor or see small black or white specks along your damp bathroom or basement walls. Some mold is hidden growing behind wall coverings or ceiling tiles. Even dry, dead mold can cause health problems, so always take precautions when you suspect mold. Mold is often found in areas where water has damaged building materials and furniture from flooding or plumbing leaks. Mold can also be found growing along walls where warm moist air condenses on cooler wall surfaces, such as inside cold exterior walls, behind dressers, headboards, and in closets where articles are stored against walls. Mold often grows in rooms with both high water

usage and humidity, such as kitchens, bathrooms, laundry rooms, and basements. If you notice mold or know of water-damaged areas in your home, it is time to take action to control its growth.

7. WHEN SHOULD I SAMPLE FOR MOLD?

You don't need to sample for mold because in most cases you can see or smell mold. Even a clean, dry house will have some mold spores, but not enough to cause health problems. If you smell mold it may be hidden behind wallpaper, in the walls or ceiling, or under the carpet. If you suspect you have hidden mold be very careful when you investigate, protect yourself from exposure in the same manner as you would for a clean-up. See the chart below.

8. CAN I CONTROL MOLD GROWTH IN MY HOME?

Yes, you can. Dry out the house and fix any moisture problems in your home:

- Stop water leaks, repair leaky roofs and plumbing. Keep water away from concrete slabs and basement walls.
- Open windows and doors to increase air flow in your home, especially along the inside of exterior walls. Use a fan if there are no windows available.

Tripalink Property Management Inc.

TRIPALINK

1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

- Make sure that warm air flows into all areas of the home. Move large objects a few inches away from the inside of exterior walls to increase air circulation.
- Install and use exhaust fans in bathrooms, kitchens, and laundry rooms.
- Ventilate and insulate attic and crawl spaces. Use heavy plastic to cover earth floors in crawl spaces.
- Clean and dry water damaged carpets, clothing, bedding, and upholstered furniture within 24 to 48 hours, or consider removing and replacing damaged furnishings.
- Vacuum and clean your home regularly to remove mold spores.
- Check around your windows for signs of condensation and water droplets. Wipe them up right away so mold can't start to grow.

9. WHAT CAN I USE TO CLEAN UP MOLD?

Clean up mold and take care of the problem by following the advice above to keep your home dry and keep mold out. Act fast! Mold damages your home as it grows. Clean it up as soon as possible.

10. SIZE THE MOLDY AREA

Decide if you have a large or small area of mold. A small area is less than about ten square feet or a patch three feet by three feet square. To clean a small area, follow the advice below. You may use a cotton face mask for protection.

If you have a lot of mold damage (more than ten square feet) consider hiring a cleaning professional. If the moldy area has been contaminated by sewage or is in hidden places, hire a professional. To find a professional, check under "Fire and Water Damage Restoration" in your Yellow Pages. If you decide to clean up on your own, follow the guidance below.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

11. USE PROTECTION

Wear goggles, gloves, and breathing protection while working in the area. For large consolidated areas of mold growth, you should wear an Occupational Safety and Health Administration (OSHA) approved particle mask.

12. SEAL THE AREA

Seal off the area from the rest of your home. Cover heat registers or ventilation ducts/grills. Open a window before you start to clean up.

13. REMOVE ITEMS

Remove all your furnishings to a mold-free area. Clean the surrounding moldy area then follow cleaning directions below for the items you removed and the new space.

14. BAG MOLDY TRASH

Bag all moldy materials and tie off the top of the bag. Bring them outdoors and place in your garbage container right away

15. SCRUB SURFACES

First wash with a mild detergent solution, such as laundry detergent and warm water. Allow to dry. (Optional step) Then wipe with a solution of 1/4 cup bleach to one gallon of water. Wait 20 minutes

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

and repeat. Wait another 20 minutes. Last apply a borate-based detergent solution and don't rinse. This will help prevent mold from growing again. A borate based laundry or dishwasher detergent has "borate" listed on the ingredients label.

16. CLEAN AND WASH

Give the entire area a good cleaning, vacuum floors, and wash any exposed bedding or clothing.

17. MONITOR

Check regularly to make sure mold has not returned to the clean-up area.

18. WHAT CLEANS MOLDY FURNITURE AND OTHER ITEMS?

For wood, metal, plastic, glass, ceramics, and other objects that don't absorb water but are washable - wipe them with a solution of lukewarm water and laundry detergent.

For clothes, bedding, and other materials that absorb water and are washable - wash them in the laundry. For beds, sofas, and other furniture that absorb water but are not washable - these items may need to be discarded. Or, try to save them by vacuuming well and allowing to air out. If there is no odor it may be okay. Mold can come back, so watch for any mold growth or mold-related health problems. Discard the item if you suspect mold is growing inside or outside the item.

19. SHOULD I PAINT OVER MOLD?

No. Don't paint or caulk over mold. The mold will grow under the paint and the paint will peel.

Tripalink Property Management Inc.

TRIPALINK

1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

20. I'M A RENTER OR LANDLORD, WHAT HELP CAN YOU PROVIDE FOR A MOLD PROBLEM?

Mold problems in buildings are a result of water and moisture problems. Excess moisture comes from leaks or condensation. Tenants and landlords both have responsibilities for addressing water and moisture problems that can cause mold. Generally, fixing leaks is the landlord's responsibility and reducing condensation is the renter's responsibility. See our mold resources for renters and landlords (www.doh.wa.gov/rentermold).

21. WHO ARE MY LOCAL CONTACTS FOR MORE INFORMATION ABOUT MOLD?

In Washington, you can contact your local county health department (www.doh.wa.gov/localhealth) for more information about mold. If you live outside of Washington State, try contacting your county or state health department.

22. MORE INFORMATION

Mold and Indoor Air Quality Information Line: 360-236-3090

Mold, CDC (www.cdc.gov/mold)

Mold, EPA (www.epa.gov/mold)

www.doh.wa.gov/mold

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105

(206) 525-5625

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum C.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum D. Fire Safety and Protection Information

1. OVERVIEW

This Addendum is a part of your Lease.

FIRE SAFETY AND PROTECTION INFORMATION NOTICE(59.18.060)

2. TERMS

- 1). The Premises has been equipped with one (1) smoke detection device(s) as required by RCW chapter 43.44.110
- 2). The above described smoke detection device is hard-wired with battery backup. The device has been checked and is properly operating at the commencement of tenancy. Under the law, it is the Tenant's responsibility to maintain the smoke detection device in proper operating condition in accordance with the manufacturer's recommendations, including providing it with replacement batteries as needed. Failure to maintain the smoke detector is also grounds for termination of tenancy. Additionally, if liability or damages occur because of Tenant's failure to maintain the device, you may leave yourself open to potential lawsuits and liability (see WAC 212-10-050). Tenant also agrees to test the smoke detector for proper operation once a month and report any malfunctions to the Landlord in writing.
- 3). The subject property does have a fire sprinkler system. The Premises is equipped with semi recessed ceiling sprinklers. Tenants shall not obstruct the ceiling sprinklers or hang anything from the ceiling sprinklers.
- 4). The subject property does have a fire alarm system.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

- 5). The subject property does have a NO smoking policy, as set forth in the Lease. Local and state laws are applicable.
- 6). The subject property does not have an emergency notification plan for its occupants.
- 7). The subject property does not have an emergency relocation plan.
- 8). The subject property does not have an emergency evacuation plan.
- 9). An emergency evacuation route diagram is available on your portal.

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum D

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum E. Crime and Drug Free

1. OVERVIEW

This Addendum to the Lease is hereby attached to and made part of the Lease dated 09/16/2024 to 08/31/2025 between Landlord and Tenant. In the event any provision in this Addendum is inconsistent with any provision or provisions contained in other portions or attachments to the above-mentioned Lease, then the provisions of this Addendum shall control. For purposes of this addendum, the term "premises" shall include the rental unit, all common areas, all other rental units on the property or any common areas or other rental units on or about other property owned by or managed by the Landlord. The parties hereby amend and supplement the Lease as follows:

Resident, any members of the resident's household or a guest or other persons affiliated with the resident:

- 1). Shall not engage in criminal activity, including drug-related activity, on or about the premises, and shall not engage in any drug related activity at any location, no matter its proximity or distance to the rental premises. Drug related activity shall be defined as including but not limited to, the unlawful manufacturing, selling, using, storing, keeping, purchasing or giving of an illegal or controlled substance or paraphernalia as defined in city, county, state or federal laws, including but not limited to the Washington and Federal Controlled Substances Act (21 USC Sect 802).
- 2). Shall not engage in any act intended to facilitate criminal activity or drug related activity.
- 3). Shall not permit the dwelling unit to be used for, or to facilitate criminal activity or drug related activity, regardless or whether the individual engaging in such activity is a member of the household, or a guest.
- 4). Shall not engage in any illegal activity, including prostitution, gang activity as defined in RCW

Tripalink Property Management Inc.

TRIPALINK

1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

59.18.500 and 510 and all other chapters of the Revised Code of Washington, threatening or intimidating activities, assault, including but not limited to the unlawful discharge of a weapon, on or near the dwelling unit premises, or any breach of the lease agreement that otherwise jeopardizes the health, safety, and welfare of the landlord, his agent, or other tenant, or involving imminent or actual serious property damage.

- 5). Shall not engage in or commit any act that would be a violation of the Landlord's screening criteria for criminal conduct.
- 6). Shall not engage in any activity that shall constitute waste, nuisance (as defined by RCW 7.48.120), or unlawful use.
- 7). Shall not engage in or allow any behavior that is associated with drug activity, including but not limited to having excessive vehicle or foot traffic associated with his or her unit.
- 8). Any police reports of such activity will be used as evidence against me.

VIOLATION OF THE ABOVE PROVISIONS SHALL BE A MATERIAL AND IRREPARABLE VIOLATION OF THE LEASE AND GOOD CAUSE FOR IMMEDIATE TERMINATION OF TENANCY.

A single violation of any of the provisions of this added addendum shall be deemed a serious violation, and a material and irreparable non-compliance. It is understood that a single violation shall be good cause for immediate termination of the lease. Unless otherwise provided by law, proof of violation shall not require a criminal conviction, but shall be by a preponderance of the evidence.

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum E

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum F. RRIO Certificate

SMC Chapter 22.214 - RENTAL REGISTRATION AND INSPECTION ORDINANCE Pursuant to the above code, a copy of the current registration is available to you in your move-in instruction or online portal.

If the building you are living in is recently constructed the certificate may not have been issued as of this date. If this is the case, we will notify you when the certificate is available for viewing.

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum F

Tripalink Property Management Inc.

TRIPALINK

1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum G. Smoke-Free Addendum

Premises Address: 4735 21st Ave NE, Unit 101, Seattle, WA 98105

The rental property at the above address has been designated as a "Smoke Free Residence" requiring all Residents/Occupants, guests and invitees to refrain from all types of smoking within the above mentioned dwelling.

"Smoke Free Building" requiring all Residents/Occupants, guests and invitees to refrain from all types of smoking within all units balcony/ patio and the common areas of subject property.

All types of smoking are prohibited in all public areas of residential properties in accordance with RCW 70.160.075. Smoking in public is allowed only if done in excess of 25 feet from an entrance/exit. Resident is responsible to clean up all cigarette garbage and not leave cigarette garbage behind.

ACKNOWLEDGMENT Resident(s) agree(s) to comply with this addendum and understand(s) that the enforcement upon its guests and invitees will be Resident's responsibility. Non-compliance with the smoke free addendum may result in one or more of the following actions by Owner /Agent:

1. Service of a 10 Day Notice to Comply with Agreement or Vacate
2. Forfeiture of all or part of your security deposit due to any resulting smoke damage/odor
3. Eviction action in enforcement of the lease terms and this addendum.

I/We agree to the addition of the provisions identified herein to our WA State Lease/Rental Agreement & Security Deposit Receipt. IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105

(206) 525-5625

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum G.

Tripalink Property Management Inc.

TRIPALINK

1023 NE 43rd St, Seattle, WA 98105

(206) 525-5625

Addendum H. Seattle Fair Housing

1. OVERVIEW

Under Seattle Municipal Code (SMC) 14.08.015 a Seattle Fair Housing Poster is displayed on the premises. One is also made available to you in your move-in instruction.

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum H.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum I. Rent Increase Notice

1. NOTICE OF RENT INCREASE

Date: 08/20/2024

Pursuant to the City of Seattle's rent increase notice period, you are hereby being notified of a rent increase. Your base rent may be increased to \$1,083.40 per month commencing 09/01/2025 and continuing monthly thereafter. This amount does not include any extra fees (e.g. parking, utilities, etc.) as provided in your current lease/rental agreement.

Owner/Agent has the right but not the obligation to discount this rent prior to the commencement of any subsequent lease terms.

If you need help understanding this notice or information about your renter rights, call the Renting in Seattle Helpline at (206) 684-5700 or visit the website at www.seattle.gov/rentinginseattle.

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum I.

Tripalink Property Management Inc.

TRIPALINK

1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum J. Bed Bug Addendum

It is agreed between Owner/Agent and Resident as follows: Resident(s) declare that all furnishings and other personal items being brought in to the unit are free from bed bugs:

Resident agrees to comply with the following responsibilities pertaining to the prevention and treatment of possible bed bug infestations:

1. Resident shall practice good house keeping and maintenance habits, including:
 - a. Resident shall not use or bring second-hand furnishings, appliances, etc which have not first been inspected for the presence of bed bugs. If rented furnishings are to be used Resident is obligated to ensure the rental company has established procedures to prevent bed bug infestation and performs inspections of their inventory.
 - b. Resident shall cover all mattresses and box springs with impermeable covers to prevent bed bug nesting.
 - c. Resident shall check for bed bugs within their personal belongings prior to re-entering rental unit when returning from stays outside the unit.
2. Resident shall report any problems or suspicion of problems immediately, including:
 - a. Report any suspected bed bug infestations immediately.
 - b. Report any maintenance needs immediately to minimize the possibility of harboring bed bugs within cracks, holes or otherwise, or allowing bed bugs to travel from unit to unit.
3. Resident shall cooperate and comply with all pest control efforts and requirements, including, but not limited to:
 - a. Allowing access to pest control company when proper notice is given, as requested by Owner/Agent, and comply with all requests related to pest control company treatments.
 - b. Sealing all items prior to them being removed from the unit for cleaning and sterilization or to prevent spread/further infestation.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

- c. Removing all bedding, drapes, curtains, and non-fixed rugs.
 - d. Checking and / or removing mattresses and box springs.
 - e. Removing all items from dressers, nightstands, and closets.
 - f. Vacuuming all floor areas, furniture, mattresses and box springs, and inside all storage furnishings.
 - g. Wash all machine-washable items and dry items on high heat setting. Any other items necessitating cleaning which cannot be done by Resident must be taken to a professional dry cleaning company for cleaning and decontamination.
4. Resident agrees to reimburse landlord for all treatment costs if it is determined that a bed bug infestation began within Resident's unit.
5. Resident agrees to reimburse Owner/Agent for expenses arising from any action, claim, loss, damage and/or expenses, including attorney's fees, incurred by Owner/Agent as a result of Resident and/or their guests failure to comply with the terms of this Addendum and Lease/Rental Agreement.
6. Resident agrees that a failure to comply with the terms of this Addendum shall constitute a material breach of the Lease / Rental Agreement and may subject the Resident to court action, including unlawful detainer / eviction proceedings.

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum J.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum K. Utilities and Services

1. OVERVIEW

This Utilities and Services Addendum ("Utilities Addendum") dated 08/20/2024 is attached to and made a part of the lease agreement dated 08/20/2024 (the "Lease") by and between Tripalink Property Management Inc SEA, as agent for Landlord ("Landlord"), and

Shaik Mohammad Rafi

(individually and collectively referred to herein as "Resident") for the rental of the premises located at 4735 21st Ave NE, Unit 101, Seattle, WA 98105

(the "Premises" or "Unit") within the community commonly known as Alta Studios

(the "Community" or "Property"). All terms not specifically defined herein shall have the same definition as found in the Lease. Resident and Landlord agree as follows:

2. RESIDENT UTILITY OBLIGATIONS

Resident agrees to pay for all utilities that are provided to the Premises (or allocated to the Premises in accordance with the terms of this Addendum) beginning on the date of delivery of possession of the Premises to Resident until Landlord reacquires possession of the Premises. If Resident breaches the Lease, Resident will also be responsible for utilities until the earlier of (1) the end of the term, or (2) until the Premises is re-rented.

Tripalink Property Management Inc.

 TRIPALINK

1023 NE 43rd St, Seattle, WA 98105

(206) 525-5625

Utility/Service	Charged to Tenant?	Utility's Customer of Record	Calculation Method for Utility Charge to Tenant	Allocation Formula
In-unit Electricity	N/A Yes <input checked="" type="checkbox"/> No	X N/A Tenant Landlord	X N/A Sub-metered Allocation Formula	X N/A 100% Ratio Occupancy By Unit
Common Area Electricity	N/A Yes <input checked="" type="checkbox"/> No	X N/A Tenant Landlord	X N/A Sub-metered Allocation Formula	X N/A 100% Ratio Occupancy By Unit
Water	N/A Yes <input checked="" type="checkbox"/> No	X N/A Tenant Landlord	X N/A Sub-metered Allocation Formula	X N/A 100% Ratio Occupancy By Unit
Sewer	N/A Yes <input checked="" type="checkbox"/> No	X N/A Tenant Landlord	X N/A Sub-metered Allocation Formula	X N/A 100% Ratio Occupancy By Unit
Trash	N/A Yes <input checked="" type="checkbox"/> No	X N/A Tenant Landlord	X N/A Sub-metered Allocation Formula	X N/A 100% Ratio Occupancy By Unit
Gas – Hot Water energy	N/A Yes <input checked="" type="checkbox"/> No	X N/A Tenant Landlord	X N/A Sub-metered Allocation Formula	X N/A 100% Ratio Occupancy By Unit
Sewer Capacity	N/A Yes <input checked="" type="checkbox"/> No	X N/A Tenant Landlord	X N/A Sub-metered Allocation Formula	X N/A 100% Ratio Occupancy By Unit
Internet	N/A <input checked="" type="checkbox"/> Yes No	X N/A Tenant Landlord	N/A Sub-metered Allocation Formula	N/A 100% Ratio Occupancy <input checked="" type="checkbox"/> By Unit

3. DIRECT BILLING FROM UTILITY

For the utilities indicated above as being billed directly to Resident: Resident shall be responsible for ordering and arranging for such utilities, as well as for satisfying any deposit or other requirements of the utility provider. Resident shall obtain utility service in Resident's own name, effective as of the

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

commencement date of the Lease, by contracting directly with the utility provider. Resident's failure to order or arrange for such utility service may result in an interruption of those services. Additionally, Resident's failure to transfer the utility service to Resident's name may, in Landlord's sole discretion, be considered a material breach of the Lease and grounds for termination of the tenancy. If Landlord is billed for utility services which are Resident's responsibility or Resident fails to pay for utility services which are Resident's responsibility by the due date, Landlord may, but is not obligated to, pay for the utility services on Resident's behalf. If Landlord elects to make payment on Resident's behalf, Resident shall repay Landlord for the charges incurred upon demand by Landlord. Resident will also be subject to an additional charge of \$50.00 for each billing cycle during which Resident has failed to become the customer of record with the utility. This charge consists of the expenses incurred by Landlord to communicate with the utility provider and/or Resident regarding the utilities and the lost investment value of funds required to be advanced on Resident's behalf to pay utilities for which Resident is responsible. It is agreed between the parties that these expenses, though acknowledged to exist, are difficult to ascertain and that the additional charge is a reasonable estimate of their actual amount. Notwithstanding anything contained in this Addendum to the contrary, Resident is not required to obtain or use cable service.

4. RESIDENT NOT THE DIRECT CUSTOMER OF RECORD

1. The following provisions apply to utilities which are Resident's responsibility, but of which Landlord is the utility's customer of record.

A. Sub-Metered Utilities. Billings based on sub-meter readings (if any) will itemize the beginning and ending meter readings, the rate charged to Resident, and all categories of information that appear within the utility's standard billing format to the Landlord. Billing amounts based on sub-meter readings will be determined by:

- i. By multiplying the submetered usage by a utility rate based on the utility rates of the local utility provider (which may include base or other charges);

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

- ii. By dividing the total fixed charges equally among the total number of sub-metered consumers which do not receive a separate master bill, plus adding Resident's share (determined from the sub-meter readings) of the variable charges at the same rate (or rate[s] if the provider utilizes tiered rates, in which case the consumption tiers [and rates] will be divided amongst each dwelling unit) charged in the master bill; or
- iii. Dividing the total master bill according to sub-meter readings.

If the Premises are sub-metered, Resident agrees to allow Landlord, or a billing service provider designated by Landlord, access to the Premises in order to install, repair, remove and read sub-meters.

Landlord may estimate Resident's consumption if Resident's sub-meter is broken, inaccessible, not fully operational, not completely installed, or does not transmit a meter reading, or if Landlord has not received bills from utility providers in time to prepare Resident's invoices. Resident agrees that it is reasonable to estimate utilities charges for submetered utilities in these circumstances, so long as Resident is reimbursed for any excess charges if the actual utility billings ultimately show that Resident's usage or share was less than the amount of the "estimated" bill paid by Resident.

B. Formula Billing. If formula billing is used to allocate the cost of a utility, the specific formula used is indicated above. Details about the formulas are as follows:

- i. "**50/50**" means the charges being allocated are allocated to Resident pursuant to an allocation formula based on 50% occupancy (number of residents in the Premises as a percentage of all the residents at the Property at a given point in time, usually monthly) and 50% of the square footage of the Premises as a percentage of all occupied resident square footage.
 - a. To determine the occupancy portion of the allocation, we divide the charges being allocated in half after and then divide the result by the total number of current authorized occupants at the community.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
 (206) 525-5625

- b. To determine the square footage portion of your allocation, we take the other half of the charges being allocated and divide it by the total square feet of all occupied units at the. We then multiply the result of this calculation by the square footage of your unit.
- c. The amounts resulting from the above-calculations are added together to determine your allocated share of the utility charges and will be reflected on your Allocated Utility Bill.
- ii. **“100% Occupancy”** allocation means we divide the charges being allocated by the total number of current authorized occupants at the community. We then calculate your share by multiplying the result of this calculation by the total number of authorized occupants in your household as described above.
- iii. **“100% Ratio Occupancy”** allocation means we divide the charges being allocated by the total number of current authorized occupants at the community. We then calculate your share by multiplying the result of this calculation by an occupancy factor based upon the total number of authorized occupants in your household as described above.

We then calculate your share by multiplying the result of this calculation by an occupancy factor based upon the total number of authorized occupants in your household. Because two people do not use twice as much of a utility as one person due to shared usage, the following occupancy factor is used to reflect an estimate of consumption. The occupancy factor is determined by the following:

<u>Number of Occupants</u>	<u>Occupancy Factor</u>
1	1
2	1.6
3	1.9
each additional occupant	+0.3

- iv. **“100% Square Footage”** allocation means we divide the charges being allocated by the total

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

square feet of all occupied resident square footage. We then multiply the result of this calculation by the estimated square footage of your unit.

v. “**By Unit**” means the total charges being allocated is divided by the total number of rentable and occupied units at the Property and the result is your allocation.

5. BILLED WATER, SEWER, AND TRASH EXPENSE

All water and sewer-related charges assessed to the property may be used to calculate the amount charged under the above formulas including, but not limited to, drought surcharges/penalties, stormwater charges, water district and sewer-related charges contained on tax bills, and all miscellaneous charges contained on the utility bills received from the local water and sewer providers. In the event that the Landlord is charged a per apartment unit amount for water or sewer, the Landlord may charge you the same per unit amount. Billed trash expense may include, but is not limited to, actual trash invoices, internal trash-related expense, consulting/management expense, equipment rental, trash management costs, trash-related cleaning costs, odor control, trash auditing costs, and recycling charges. If your property has a private water and/or sewer system (including septic tanks), Landlord may charge Resident his or her proportionate share of monthly maintenance and/or repairs to the system(s).

6. UTILITY BILLING SERVICE

Landlord uses a third-party billing company (“**Utility Billing Company**”) to bill residents for utilities where Landlord (or its management agent) is the utility’s customer of record. The name, address and telephone number of the Utility Billing Company are:

Name: In-house ;
Address: 1023 NE 43rd St, Seattle, WA 98105 ;
Telephone Number: (206) 525-5625.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Landlord reserves the right to change the Utility Billing Company at any time. If Landlord changes the Utility Billing Company during Resident's tenancy, Resident will be given notice by Landlord. The Utility Billing Company is not the utility provider.

7. SERVICE CHARGES

Resident's billing statement will include a monthly service charge of \$5.00. The service charge represents the reasonable value of services provided by Landlord or the Billing Provider to allocate the utility costs, provide billing to Resident, process payments and, where applicable, postage costs. The monthly service charge is subject to change upon thirty (30) days' written notice. In any jurisdiction where such charges are prohibited for one or more specific utilities, the monthly fees will not be charged.

8. CHANGE OF TERMS

Landlord shall have the right at any time (including during the term of the Lease) to change any of the following by giving written Notice to Resident: (a) the method(s) by which the utilities are furnished to the Premises, (b) the method(s) for determining Resident's allocated share of utilities including, but not limited to, changes to, or the addition of, common area utility billing to Resident, and (c) the method(s) of billing Resident for utilities. In the event of such change, Resident shall be responsible for paying all bills for utility usage attributed to the Premises in accordance with the applicable change.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105

(206) 525-5625

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum K.

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Addendum O. Required Liability to Landlord Insurance

This Addendum is attached to and becomes a part of the Residential Lease Agreement. For the duration of the Lease, Tenant is required to maintain and provide the following minimum required insurance coverage:

- \$100,000 Limit of Liability for Tenant's legal liability for damage to Landlord's property for no less than the following causes of loss: fire, smoke, explosion, backup or overflow of sewer, drain or sump, and water damage ("Required Insurance").

Tenant is required to furnish Landlord with evidence of Required Insurance prior to occupancy of leased premises and at the time of each lease renewal period. If at any time Tenant does not have Required Insurance, Tenant is in breach of the Lease and Landlord shall have, in addition to any other rights under the Lease, the right but not the obligation to purchase Required Insurance coverage protecting the sole interest of the Landlord and seek contractual reimbursement from the Tenant for all costs and expenses associated with such purchase.

Tenant may obtain Required Insurance or broader coverage from an insurance agent or insurance company of Tenant's choice. If Tenant furnishes evidence of such insurance and maintains the insurance for the duration of the Lease, then nothing more is required. If Tenant does not maintain Required Insurance, the insurance requirement of this Lease may be satisfied by Landlord, who may purchase such coverage through the Landlord's Legal Liability Insurance Policy ("LLIP"). The coverage provided under the LLIP will provide the Required Insurance coverage listed above. An amount equal to the total cost to the Landlord for the LLIP coverage shall be charged to Tenant by the Landlord as a recoverable expense under the Lease. Some important points of this coverage, which Tenant should understand are:

1. LLIP is designed to fulfill the insurance requirement of the Lease. Landlord is the Insured under the LLIP. This is single interest master insurance policy. Tenant is not an Insured,

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105
(206) 525-5625

Additional Insured or beneficiary under the LLIP. All loss payments are made to the Landlord.

2. LLIP coverage is NOT personal liability insurance or renter's insurance. LLIP does not cover the Tenant's personal property (contents), additional living expenses or liability arising out of bodily injury or property damage to any third party. If Tenant requires any of these coverages, then Tenant should contact an insurance agent or insurance company of Tenant's choice to obtain personal liability insurance or renter's insurance to protect Tenant's interests.
3. Coverage under the LLIP may be more expensive than the cost of Required Insurance obtainable by Tenant elsewhere. At any time, Tenant may contact an insurance agent or insurance company of their choice for insurance options to satisfy the Required Insurance under this Lease.
4. If Tenant has purchased Renters Insurance and at any time allows such Renters Insurance to lapse in breach of the Lease Agreement, Landlord may purchase Landlord Insurance without notice and add the total cost associated therewith to Tenant's monthly rent payment.
5. Licensed insurance agents may receive a commission on the LLIP.
6. The total cost to the Tenant for the Landlord obtaining LLIP shall be (\$10.50) per month, subject to no proration. This is an amount equal to the actual premium charge to the Landlord including any premium taxes and fees due to state governing bodies. Additionally, an Administration Fee in the amount of (\$4.50) to be retained by the Landlord for processing and handling will be charged.
7. In the event that loss or damage to Landlord's property exceeds the amount of Required Insurance, Tenant shall remain contractually liable to Landlord for such amount. In the event of liability to any other party for bodily injury or property damage, Tenant shall remain liable to such other party.
8. It shall be the Tenant's duty to notify Landlord of any subsequent purchase of Renters Insurance.

As used in this Addendum: "Lease" may be interchangeable with "Lease Agreement"; "Tenant" may be interchangeable with "Resident" or "Lessee", and "Landlord" may be interchangeable with "Lessor" or "Owner".

Tripalink Property Management Inc.



1023 NE 43rd St, Seattle, WA 98105

(206) 525-5625

Scheduling of the premises under the LLIP is not mandatory and Tenant may purchase Required Insurance from an insurance agent or insurance company of Tenant's choice at any time and coverage under the LLIP will be terminated by the Landlord.

Signature Section

By signing below, you acknowledge and agree to the terms in Addendum O.

Renting in Seattle

RENTER'S HANDBOOK



Seattle Department of
Construction & Inspections

January 2024

DON'T FORGET TO REGISTER TO

VOTE!

YOUR VOICE MATTERS!

www.kingcounty.gov/depts/elections

WELCOME HOME!

There's a lot to do when moving to a new home. Updating your voter registration is one of those important tasks to remember.



ALREADY REGISTERED?

Here are 5 easy ways to update your address:

- If you have a current Washington State driver license or state ID card, go online!
- Mail the registration form included with this Renter's Handbook.
- E-mail elections@kingcounty.gov with your name, date of birth, old residential and mailing address, and your new residential and mailing address.
- Call 206-296-VOTE (8683). Services are available in 120 languages.
- Go in-person to King County Election headquarters in Renton or the Voter Registration Annex in Seattle.



**REMEMBER TO
CHANGE YOUR
ADDRESS AT LEAST 29
DAYS BEFORE
ELECTION DAY.
CHECK THE VOTER'S
CALENDAR.**



NEED TO REGISTER?

There are 3 ways to register to vote:

- If you have a current Washington State driver license or state ID card, go online!
- Mail the registration form included in this Renter's Handbook. (See center pull-out.)
- Go in-person to King County Election headquarters in Renton or the Voter Registration Annex in Seattle.

Welcome!



What Is the Renter's Handbook?

Welcome to Renting in Seattle. Your landlord is required to provide you with a printed copy of this Renter's Handbook when you sign your initial rental agreement. Electronic copies are allowed at lease renewal, annually for month-to-month renters and whenever the City publishes updated versions.

The Renter's Handbook gives you a good overview of both your renter rights and obligations and contains tips and helpful resources to make renting in Seattle an informed experience. Keep this handbook where it's easy to reference.

Check out our web site www.seattle.gov/rentinginseattle it delivers the rent-cycle regulations and fair housing laws, for both renters and housing providers, specific to each audience.

When you need additional information or guidance call the Helpline [\(206\) 684-5700](tel:(206) 684-5700) Monday – Friday during business hours. Phone interpretation available

Seattle is a Welcoming City that values inclusion and equity. City employees do not ask about citizenship status and serve all residents regardless of immigration status.

Lastly, this handbook is not intended as legal advice but an aid to understanding the City's rental housing codes.

Happy Renting!

3rd edition



Seattle Department of
Construction & Inspections

Table of Contents



FINDING A HOME	6
Rental Registration	8
Minimum Standards	9
Fair Housing Access	11
Protected Classes	13
READY TO RENT	14
Tenant Screening	14
First In Time Application	16
Income to Rent Ratio	17
Service Animals	18
MOVING IN	21
Move-In checklist	21
Rental Agreement	22
Move-In Cost	23
Utility Accounts	26
WHILE YOU RENT	30
Landlord/Tenant Duties	32
Adding Roommates	34
Landlord Notices	36
Rental Assistance Pledges	43
MOVING OUT	44
Just Cause Eviction Ordinance	46
Eviction Defenses	49
Unlawful Detainer	50
Security Deposit	51
Final Thoughts	52
Renter Resources	54
Index	55
Notes	58

FINDING A HOME

Finding the right place for you is not an exact science and people find their homes in lots of different ways. Many listings are available free online. Sometimes, driving or walking around a neighborhood can yield results where 'For Rent' signs are posted. Beware of online scams that ask for money or wire transfers. Never agree to rent a place before you see it. If a deal feels too good to be true, it probably is! You can report suspected rental scams to the Federal Trade Commission at www.consumer.ftc.gov.

Affordable housing can mean a lot of different things. Generally, it is housing that is tied to your income level, often, but not always, based on area rents. Some low-income housing is federally funded and/or provided by non-profit housing organizations. The City's Office of Housing maintains a list of affordable housing units, search a list at www.seattle.gov/housing/renters/find-housing.

Often there are waitlists for affordable housing options. Seattle Housing Authority (SHA) both owns low-income housing units and has a rent subsidy program called 'Housing Choice Vouchers'. You can find out more about SHA at www.seattlehousing.org, or you can visit their office location in downtown Seattle at 190 Queen Anne Avenue North. You can call the Community Information Line at 2-1-1 for a list of affordable housing providers over the phone if you don't have access to a computer.





RENTAL REGISTRATION

Since 2014, Seattle's *Rental Registration Inspection Ordinance* (RRIO) requires all rental properties to register with the City. Some exceptions apply to the requirement including owner-occupied homes that rent rooms, housing stock owned by Seattle Housing Authority or licensed facilities such as assisted living homes. Other owner-occupied rental home exemptions are listed below.

Landlords are required to self-certify that their rental unit meets the basic habitability standards described on the registration checklist. Priority is given to health and safety compliance. Inspections are required every 5-10 years and can be completed by a City inspector or by a private housing inspector approved by the City. Registration renewal is required every two years.

You can search the address of a rental unit at www.seattle.gov//rrio to check if it is registered. Failure to register can result in fines and impacts the landlord's ability to serve eviction notices.

Owner-Occupied Exemptions



Generally, landlords sharing their home with tenants or occupying a home on the same property such as an adu/dadu (attached/detached accessory dwelling unit) are exempt from some rental regulations and fair housing laws.

Certain circumstances can impact some exemptions such as using a property management company or having a notice of violation for housing standards.

Be aware of differences to make an informed decision. Most important to note, is owner-occupant landlords have just cause to terminate a month-to-month tenancy with 20 days' advance notice or to not offer a lease renewal.

For more details, see the following regulations that have exemptions for owner-occupant landlords:

- Fair Housing - pg. 11-12, 17-18
- First in time – pg. 16
- Move in costs – pg. 24-25
- Adding roommates – pg. 34-35
- Just Cause - pg. 46-48
- Eviction defenses – pg. 49

Minimum Standards

It's important to know what to look for in a potential home besides your personal preferences. Seattle has minimum safety and maintenance standards for rental housing in the City's Housing and Building Maintenance Code. The following is a basic explanation of those standards.

Space and Occupancy

This category covers the minimum size of housing units and includes dimensions of sleeping rooms. It also covers light and ventilation requirements, like windows, fans, and sanitation. For example, a sleeping room must be at least 70 square feet with an additional 50 square feet for each person in excess of two.

Structural

Elements such as foundations, chimneys, masonry and roofs must be solid and stable. The building needs to be weathertight, damp-free, rodent-proof, and maintained in good repair.

Mechanical

All housing units must have a permanently installed heating source (space heaters alone are not sufficient). Electrical equipment, including wiring, and appliances must be properly installed and safely maintained. The unit must be safely lit and have sufficient electrical outlets.

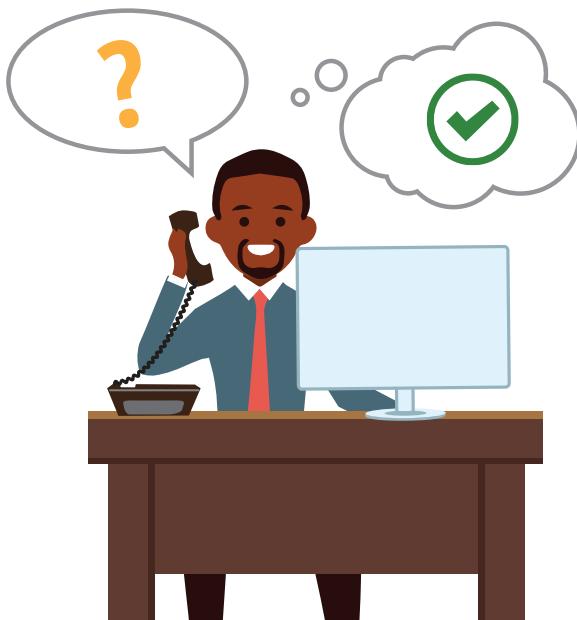


Fire and Safety

Stairs must be safely constructed and have appropriate handrails. Smoke and carbon monoxide detectors are required. An exterior door or properly sized window for emergency exit (known as egress) is required in all rooms used for sleeping. There are lots of additional requirements for larger, multi-unit buildings.

Security

Entry doors must have a deadbolt and have a peep hole or window so you can see who is at the door. Locks must be changed when there is a change of tenancy. Buildings must be secure enough to reasonably prevent criminal actions to residents and their belongings.



Good to Know!

Other general safety things to watch out for in older buildings and homes are the potential hazards of peeling lead paint and asbestos when it is friable (crumbling and not contained). If a unit has bedrooms below ground like basement rooms, are there large/low enough windows or exterior doors for egress? If not, those rooms should not be advertised nor used as bedrooms, as they do not meet safety standards.



Fair Housing Access

Seattle's Fair Housing laws strive to ensure everyone has equal access to housing. You have many protections against discrimination even before you decide to sign a lease. These include source of income; criminal history, exclusionary advertising/steering of potential tenants as well as disability rights to reasonable accommodation/modification.

It is illegal for a housing provider to, intentionally or otherwise, steer certain renters to or from a rental listing. A listing that says 'will suit a quiet couple' is potentially discriminatory because it appears to exclude applicants based on their 'parental status,' for example.

Landlords must include specific information when advertising a unit for rent.

Advertisements must:

- Include the criteria that will be used for screening and the minimum standard to move forward in the application process.
- Describe all information and documents the landlord will use in screening.
- Provide information explaining how you can request additional time to complete an application for things like interpretation or a reasonable accommodation for a disability.

Source of Income Protections

Seattle has protections for renters with a source of income other than employment. Housing providers cannot deny you a rental unit or treat you differently because your income comes from social security, alimony, retirement, disability etc. or if you are relying on a rental subsidy program like a Housing Choice Voucher. If your landlord has a rent to income ratio requirement they must subtract any subsidy you receive before making the calculation. See pg. 17 for more on income-to-rent ratio.

Fair Chance Housing

Seattle's *Fair Chance Housing Ordinance* offers protections to address bias and barriers people with criminal backgrounds face when attempting to secure rental housing.

Advertising of rental units cannot ban applicants with a criminal history.

Adult applicants may be screened against the sex offender registry. A landlord could potentially disqualify an applicant on the registry only if:

1. The offense was committed as an adult.
2. A legitimate business reason exists. A connection would need to be demonstrated between the policy/practice and the safety of residents/property.

The following are some of the factors informing a landlord's consideration:

- Nature and severity of the offense
- Number and types of convictions
- Age at time of conviction
- Evidence of good tenant history
- Time since date of conviction
- Supplemental information



Homeowners renting units on the property where they live like an attached apartment or backyard cottage are exempt from these screening restrictions. see pg. 8.

If you see rental housing advertising that does not comply with Fair Chance housing laws, you can call the Helpline at (206) 684-5700 to report it.



Protected Classes

Seattle's Fair Housing Laws are designed to ensure everyone has equal access to housing and are based on protected classes.

- Race
- Color
- Ancestry
- Sex
- Disability
- Creed
- Religion
- Age
- Retaliation
- Alternative sources of income
- National origin
- Caste
- Marital status
- Political ideology
- Parental status
- Sexual orientation
- Gender identity
- Use of a service animal
- Use of a Housing Choice Voucher or other subsidy programs
- Military status or veteran
- Criminal history
- Citizenship and immigration status
- Pregnancy outcomes



READY TO RENT

Renting can be a competitive business, especially for more affordable units. Being prepared in advance can really help.

- Know your credit score and any potential issues that might show in a screening report. You can manage that information with your application and explain the circumstances to support your application. You can access your credit report at www.annualcreditreport.com
- Know your rights before you submit an application.
- Have the following information ready for your application:
 - Current and previous addresses including landlord information
 - Names and birth dates of all occupants
 - Employment and income verification
 - Vehicle information
 - References, both personal and housing related
 - Pet information

Tenant Screening

Housing providers must make clear in advance the criteria they will use to screen your application and the reasons that would result in denying your application. You are entitled to a copy of the screening report.

You can only be charged the actual cost of the application screening. The customary cost in Seattle is approximately \$25-\$45 per adult.

If your application is denied, the housing provider must give you a written notice stating the reasons. This is called an 'adverse action' notice and is required by both City and State law.



Holding Deposit

When you apply to rent a unit, the housing provider may want to charge you a deposit to hold the unit while screening your application.

The maximum holding deposit a landlord may charge is 25% of one month's rent. A receipt explaining the terms is required.

If you are offered the unit and decide you don't want it, you will likely forfeit your holding deposit. The deposit is fully refundable if your application is not successful or the unit fails a housing inspection connected to a rental subsidy program.

If you sign a rental agreement for the unit, the holding deposit must be applied to the first month's rent or move-in costs (security deposit and pet deposit).





First-in-Time Application

The *First-in-Time Ordinance* requires landlords to offer a rental agreement to the first qualified applicant who submits a complete application. Housing providers must cooperate fully with applicants using a housing subsidy such as completing required paperwork, etc.

Landlords must:

- Date and time stamp applications in the order received
- Screen applications in chronological order one at a time
- Give applicants a minimum of 72 hours for additional information on an otherwise complete application
- Provide 48 hours for a response to an offer of a rental agreement after which time the landlord can proceed screening the next applicant in line



Income to Rent Ratio

A landlord cannot deny you housing because your income comes from a source or sources other than employment. If part of the eligibility requirement is a rent to income ratio, and your income is from other sources or subsidies, your landlord must follow these steps in making the calculation:

STEP 1

Determine tenant total monthly income by adding all verifiable sources of income.

Monthly Income

Social Security: \$400

One-time Veteran Stipend: \$300

Child Support: \$200

Tenant Total Income: \$900

STEP 2

Determine tenant portion of rent by subtracting all verifiable subsidies received from the monthly rent.

Rent:
\$1200

Veteran Assistance Subsidy: \$1000

Tenant rent portion: \$200

STEP 3

Calculate tenant required income by multiplying tenant rent portion by your ratio. Determine qualifications by subtracting tenant total income from tenant required income.

**In 3:1 ratio
tenant required income is \$600**

Veteran Assistance Subsidy: \$1000

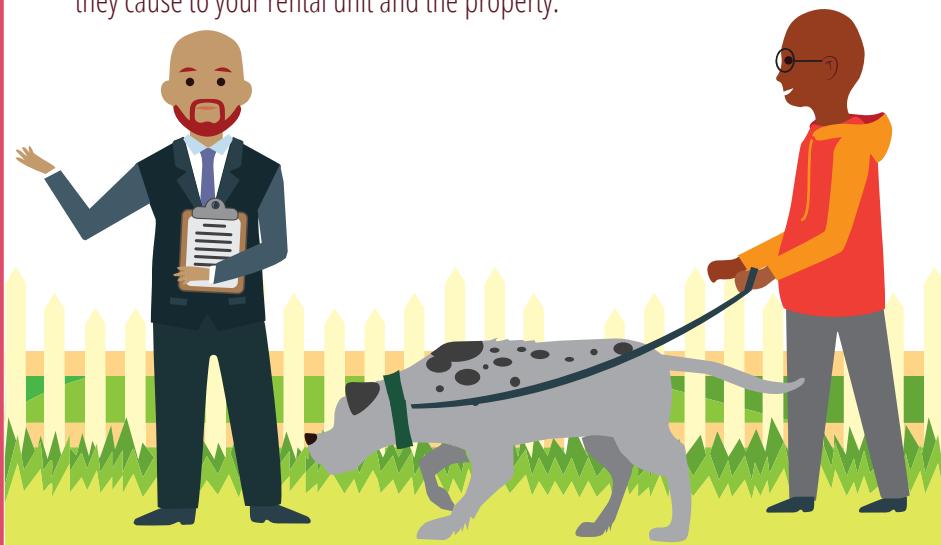
**Tenant meets
the 3:1 Income Requirement**

Service Animals



Service animals are broadly defined in Seattle and include emotional support, companion, therapy animals, and more. Fair housing rules require reasonable accommodations for service animals.

- A housing provider can ask for verification of the disability-related need for your service animal, from a qualified third party such as a medical provider or someone qualified to verify the connection.
- Service animals are not considered pets and cannot be prohibited from rental units. ‘No Pet’ policies do not apply to service animals.
- Training or certification of a service animal is not required.
- A housing provider cannot charge a deposit, fee, or additional rent for a service animal.
- You are responsible for your service animal’s behavior and any damage they cause to your rental unit and the property.



Accessibility

Housing accessibility allows renters with disabilities to live independently. Grab bars, ramps, extra width for wheelchairs, designated parking are some examples. If you have a disability, you can ask for a reasonable accommodation or modification.

An accommodation is a change in rules, policies, practices, or services to allow you the equal opportunity to use and enjoy a rental unit. An example of reasonable accommodation is to make an exception to a parking policy so a person using a wheelchair can have a spot closest to their unit.

A reasonable modification allows you to make physical changes to the property that are necessary to make the rental property accessible. You are responsible for paying for reasonable modifications unless the landlord receives federal funds. An example of a reasonable modification is asking permission to widen the bathroom doorway to accommodate a large scooter.

If you have questions or want to file a complaint, contact the Helpline (206) 684-5700.





MOVING IN

Moving is a busy and often stressful time. Things can easily be overlooked. It is important to be careful and pay attention to the details at this stage as it sets the tone for your entire tenancy.

Move-in Checklist

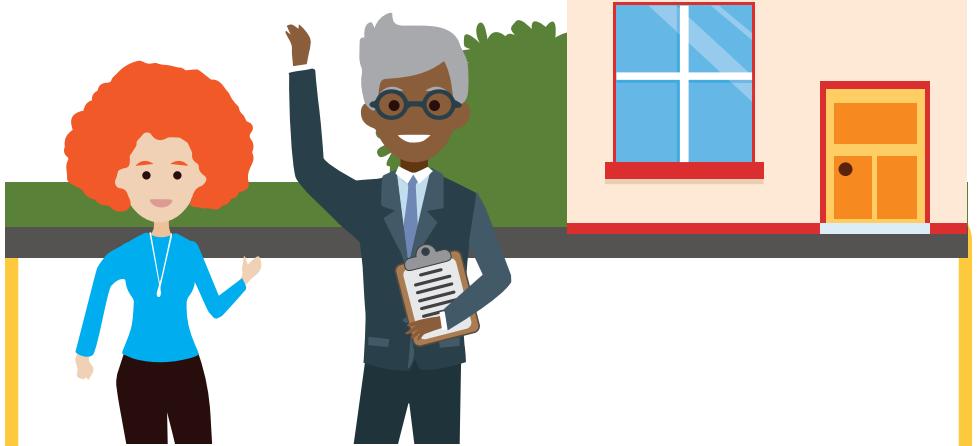
This is an extremely important part of your rental agreement because it is connected to your security deposit.

- It should accurately describe in detail the current condition of your new home
- Discrepancies should be discussed immediately with your landlord so you are not taking responsibility for damage that happened before you moved in
- It should be signed and dated by you and your landlord. Your landlord must provide you with a copy
- This checklist will be used by your landlord when it's time for you to move out to determine if you have caused any damage to the unit

It is unlawful to collect a security deposit without a signed and dated move-in checklist.



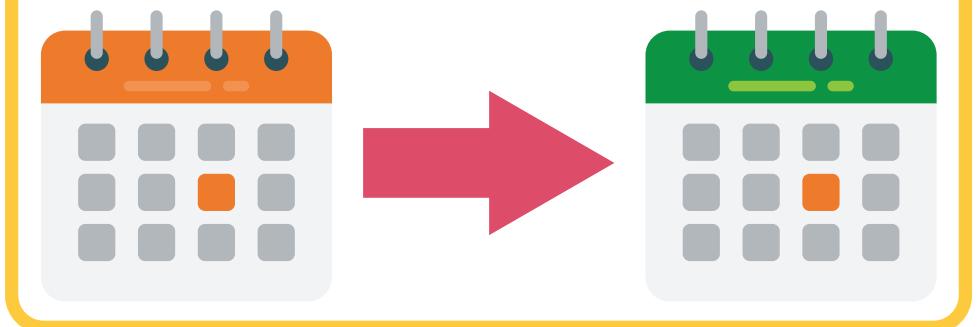
Rental Agreement



Congratulations! Your application for the rental home was successful and now it's time to sign a rental agreement. Review it thoroughly before signing. Remember, it is a legally binding contract.

- Pay attention to what costs you are responsible for in addition to your rent, such as utilities, and how they are billed
- Examine the rules carefully to make sure you understand the policies around guests, pets, parking, etc
- Get help understanding your rental agreement if you need to, especially if English is not your first language

This Renter's Handbook (printed copy) must be provided to you at the time you sign the initial rental agreement. Electronic copies are allowed for subsequent rental agreements; whenever the handbook is updated, or annually for month-to-month renters.



Types of Rental Agreements

All rental agreements in Seattle are regulated by the *Just Cause Eviction Ordinance*. This means a landlord must have a legal reason or ‘Just Cause’ to terminate a month-to-month rental agreement or not renew an expiring lease. The notice period required depends on the specific just cause reason. Those reasons and the required notice a landlord must give are on pg. 46



Month-to-Month

This type of agreement renews each month. You can terminate the rental agreement with a minimum of 20 days' written notice before the end of the monthly rental period. For example, if you want to move out in February, your landlord would have to receive your written notice no later than February 8. You might appreciate the flexibility of this arrangement but, be aware that the terms of your rental agreement, including the amount of rent, can change with proper notice during a month-to-month agreement.

Term Lease

This type of rental agreement is for a specific period of time. The terms remain fixed for the duration of the lease unless changed by mutual agreement between you and the landlord. The landlord must offer you a lease renewal 60-90 days before your current lease expires unless they have just cause not to do so. See Just Cause pg. 46

Initial term lease converting to month-to-month automatically

This occurs when the rental begins as a term lease and reverts automatically to a month-to-month lease at the end. You have a right to remain after the initial term unless the landlord has a just cause to end the rental agreement.

No rental agreement?

It is never a good idea to move into a rental unit without a written agreement. If you find yourself in that situation, you are considered a month-to-month tenant by verbal agreement and have renter rights. However, the definition of a tenant is someone entitled to occupy a rental unit under a rental agreement. While verbal agreements are not unlawful, it may be difficult to prove you are a tenant without a written rental agreement if a dispute arises.

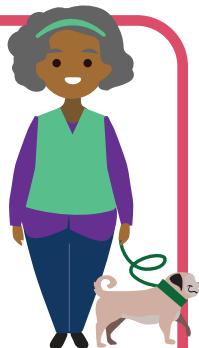
Move-In Cost

In Seattle, there are strict limits to what you can be charged for move-in costs. Move-in charges cover the security deposit, fees, and pet deposit.

- The security deposit and fees combined cannot equal more than one month's rent
- Fees can only be charged for screening (background check when you apply to rent) and/or cleaning
- If fees are charged for cleaning at the beginning of the agreement, you cannot be charged again for cleaning upon move-out
- Total fees cannot exceed 10% of one month's rent
- The maximum you can be charged for a pet deposit is 25% of one month's rent regardless of how many pets

Examples:

Tracy is a single-person household with a dog. The rent for the unit she's moving into is \$1200 per month.



Tracy's landlord can charge:

- \$45 screening fee
- \$75 cleaning fee
- \$1080 security deposit
- \$300 pet deposit

Tracy's total move-in costs can equal up to a maximum of \$1,500.

Hamid and Fatima with their two children are a four-person household. Rent is \$2,200 per month.



Their landlord can charge:

- \$90 ($\45×2) screening fee
- \$130 cleaning fee
- \$1980 security deposit

The family's total move-in costs can equal up to a maximum of \$2,200.

Installment Payments

It can be difficult to pay what typically amounts to three months' rent for moving into a new place. In Seattle, you have a right to pay your move-in costs (deposit and fees), last month's rent, and pet deposit in installments.

A landlord cannot refuse to rent to you because you decide to use installment payments. It is important to remember that in addition to your monthly rent, installment payments must be made on time or you risk getting a 14 Day Pay or Vacate Notice. The installment payment schedule is based on the length of your tenancy.

Deposits & Fees

- 30 days - six-month tenancy = four equal consecutive installments of equal duration.
- Month to month = two equal installments
- No installments for deposit/fees if the total does not exceed 25% of one month's rent
- Pet deposit = three equal installments



Last Month's Rent

- Six-month+ tenancy = six equal, consecutive, monthly installments
- 60 days - six-month tenancy = four equal payments of equal duration
- No fees, penalties, interest may be charged for installment payments
- Failure to pay installments as agreed is a breach of the rental agreement and you can receive a 14 Day Pay or Vacate Notice
- Alternatively, you and your landlord can make a payment schedule by mutual agreement. Get it in writing.



Utility Accounts

Seattle City Light

Seattle City Light (SCL) is the City department responsible for electricity accounts. You can open an account in your own name. You are responsible for letting SCL know when you move out. Failure to pay your bill to the utility or the landlord on time can result in a shutoff notice from the utility and/or a *14 Day Notice to Pay or Vacate* by your landlord.

TIP:

SCL also has discount programs and payment assistance for qualified customers. Visit their web site at www.seattle.gov/light/assistance/ or call (206) 684-3000.



Seattle Public Utilities

Seattle Public Utilities (SPU) is the City department responsible for water, sewer, and garbage accounts. Since 2011, new tenants cannot open accounts in their own names. The landlord is responsible for the overall account. You may be responsible for paying the cost of the utility charges if provided in your rental agreement. You should be provided with a copy of the actual bill if the landlord charges you directly. Failure to pay your bill on time can result in a shut-off notice and/or a *14 Day Pay or Vacate Notice* by your landlord as utilities are treated like rent for eviction purposes.

TIP:

Never flush anything besides toilet paper. Avoid getting grease, hair, and large items down the drain. A plumbing clog is expensive to repair and your landlord can charge you the entire cost if you or someone in your household flushes something other than toilet paper. Don't believe the marketing claims on products for 'flushable' wipes, etc.

Good to Know!

SPU has programs to help with utility discounts and payment assistance for qualified customers. Visit www.seattle.gov/utilities or call (206) 684-3000.

TIP:

Failure to pay your utility bill on time can result in eviction.

TIP:

Food scraps and recyclable items are not allowed in the garbage. All buildings should have separate containers for those items.



TIP:

Failure to report leaks, running toilets, and other service issues to the landlord promptly can make you responsible for some or all of the cost.

Puget Sound Energy

Puget Sound Energy (PSE) is the natural gas provider for the city. You can open an account in your own name. PSE has information on their website about programs to assist with bills, visit www.pse.com or call 1(888) 225-5773.

Utility Billing Protections

The City's *Third Party Billing Ordinance* protects renters who pay a landlord or a billing company for water, sewer, garbage, or electrical services in residential buildings with 3 or more units. If you do not get the required billing information or you think you are charged improperly, you should first talk to your landlord or the billing company.

Complaints of violations are made to the:

**Office of the Hearing Examiner
Seattle Municipal Tower
700 5th Ave
Suite 4000
Seattle, WA 98104**

You can contact the hearing examiner at (206) 684-0521 or e-mail Hearing.Examiner@seattle.gov

Learn more about the code:

<http://www.seattle.gov/Documents/Departments/HearingExaminer/ResidentialThirdPartyBillingQuestionsandAnswers.pdf>

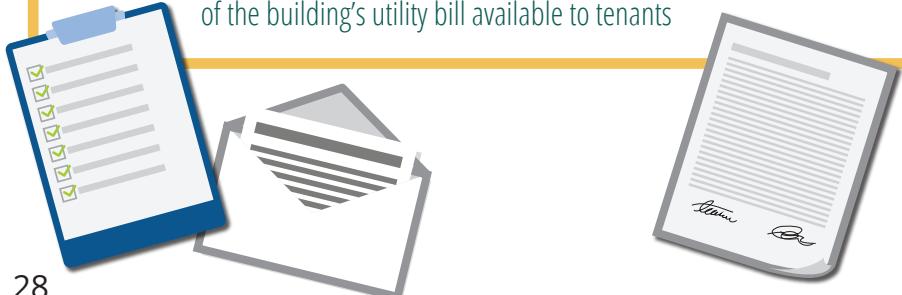


What should a tenant's utility bill include?

In some rentals, you pay for utilities (such as water) to the landlord or a billing company, rather than directly to the utility. The City's *Third Party Billing Ordinance* protects renters who pay a landlord or a billing company for water, sewer, garbage, or electrical services in residential buildings with 3 or more units.

What should a tenant's utility bill include?

- The name, business address, and telephone number of the landlord or third-party billing agent, whichever one sent the bill to the tenant
- The basis for each separate charge, including service charges and late fees, if any, as a line item, and the total amount of the bill
- If the units are sub-metered (each unit has its own meter), the current and previous meter readings, the current read date, and the amount consumed
- The due date, the date upon which the bill becomes overdue, the amount of any late charges or penalties that may apply, and the date upon which such late charges or penalties may be imposed
- Any past-due dollar amounts
- The name, mailing address, and telephone number for billing inquiries and disputes, the business hours and days of availability, and the process used to resolve disputes related to bills
- When billing separately for utilities, Landlords must: provide an explanation how the bill is calculated and common area utility costs are distributed; notify residents of changes to billing practices; make a copy of the building's utility bill available to tenants



Common Examples of Utility Billing

The way your utilities are billed should be explained in your rental agreement. Here are some common ways tenants pay for utilities.

Renting a single-family home with gas, electric, and water/sewer/garbage accounts not included in rent.

Electric: Tenant has bill in their name, and pays the bill directly to SCL

Gas: Tenant has bill in their name, and pays the bill directly to PSE

Water, Sewer, Garbage: Bill is in property owner's name, but a copy of the bill is sent to the tenant, and the tenant pays the bill directly to SPU



Unit in an apartment building with utilities not included in rent.

Electric: Tenant has the bill in their name and pays the bill directly to SCL

Water, Sewer, Garbage: A third party company uses the information on the building's SPU bill and divides it proportionally to building units based on the number of people on the lease. The tenant pays their portion of the bill to the third party company.



WHILE YOU RENT

Both you and your landlord have rights and responsibilities according to your rental agreement, City regulations and State law. Most of these are common sense things and require all parties to act in good faith. In addition, State law requires that your landlord provide you with information from the Department of Health about mold and information about fire safety. Larger multi-family buildings must have a diagram showing emergency evacuation routes.

TIP: Keep in mind you have a business relationship with your landlord where both of you can be significantly impacted by the actions of the other person. Follow these important guidelines.

- Maintain your important documents such as the rental agreement, move-in checklist, and your Renter's Handbook
- Keep communication clear and respectful
- Document important communications in writing



Landlord Duties



- Maintain the building and its structural components
- Make timely repairs
- Maintain common areas such as lobbies, stairs, and hallways
- Control pests
- Provide operating smoke and carbon monoxide detectors
- Provide secure entry locks and keys
- Provide common garbage, recycle, and food waste containers

Tenant Duties



- Pay rent on time and follow the rules of the rental agreement
- Keep the rental unit clean and sanitary
- Maintain smoke and carbon monoxide detectors
- Prevent illegal or hazardous activity in the rental unit
- Observe quiet hours
- Operate plumbing, electrical, and heating systems properly
- Dispose of garbage, recycle, and food waste properly

Good to Know!

Your landlord must provide an alternative payment method if you can't pay your rent electronically.

TIP:

Remember to get a receipt for your rent it's your right.

Repairs



Your rental agreement should state clearly who you contact for emergencies and repair requests. Reporting needed repairs promptly is important as you could be held financially responsible for the damage caused by delayed repairs you failed to report.

State law requires you make a repair request in writing. It's a good practice to create a record of the repair request which then obliges the landlord to respond. You can also call the landlord if it helps expedite the issue, but make sure there is a written request as well.

The landlord is required to start repairs within:

- 24 hours if you are without water, electricity, or heat during the winter, or if there is a life/safety issue
- 72 hours if your appliances are not working or you have a major plumbing issue with your sink or bathtub
- 10 days for any other repair request

If your landlord does not respond or refuses to make a necessary repair, you can contact the Helpline at (206) 684-5700.

- For emergencies like no power or water, an inspector will try to inspect your unit on the same day or next business day and contact the landlord immediately
- For other issues, an inspector will call to make an appointment with you to inspect your unit for housing violations, usually within five to ten business days
- The inspector will then prepare a notice directing the landlord to make the repairs

While it may seem justified to withhold rent when your landlord is not responsive nor making necessary repairs, it is not advisable. Though the State's Residential Landlord Tenant Act discusses repair and deduct remedies for tenants, it is a very specific process and a big risk to withhold rent because the landlord might choose to evict for non-payment. Make a complaint to the City by calling the Helpline (206) 684-5700 and consult an attorney before exercising any rights that potentially jeopardize your tenancy

Adding Roommates



Seattle housing can be expensive and finding an affordable place to call home can be a real challenge. You can add roommates to your household which may help if you struggle to pay your housing costs.

Be cautious when adding a new roommate, it could prove complicated and difficult removing them if it does not go well. Remember, everyone who pays rent has rights whether they are on the rental agreement or not.

Additionally, your tenancy could be jeopardized if the landlord decides to evict your roommate. It's good practice to work with your landlord when you want to bring in a roommate.

You can add:

- Immediate family
- One additional non-family roommate
- Immediate family of the additional roommate
- Any other roommates that the landlord agrees to
- Not to exceed legal occupancy standards

Immediate family is broadly defined to include:

Spouses, domestic partners, former spouses, former domestic partners, adult persons related by marriage, siblings, persons 16 years of age or older who are presently residing together or who have resided together in the past and who have or have had a dating relationship, and persons who have a parent-child relationship, including parents, stepparents, grandparents, adoptive parents, guardians, foster parents, or custodians of minors.

For purposes of this definition, “dating relationship” means a social relationship of a romantic nature. Factors a court may consider in determining the existence of a dating relationship include: (a) the length of time the relationship has existed; (b) the nature of the relationship; and (c) the frequency of interaction between the parties.

There are important steps and timelines you must follow to add a roommate. You must inform your landlord in writing within 30 days of adding someone to your household. Your landlord can screen the new household member using the same screening criteria originally used for your rental application.

- A non-family roommate (a) can be screened and (b) can be denied occupancy based on screening
- Immediate family (a) can be screened and (b) cannot be denied occupancy. Screening charges are allowed in compliance with the *Rental Agreement Regulation Ordinance* (SMC 7.24) and the state landlord tenant act.
- The landlord can require a non-family roommate to join the rental agreement with 30-days written notice.
- If the roommate does not join the rental agreement in 30 days, they must vacate within 15 days. (45 days total)
- Immediate family cannot be required to join a rental agreement nor be denied occupancy.

Except for a screening fee, no other move-in charges can be applied to the added household member. All original terms of the rental agreement remain the same.



Notices from Your Landlord

There are several kinds of notices you can receive from your landlord, some more urgent than others.



- Consider any written notice from the landlord important and worth your immediate attention. Review it right away and take quick action if necessary.
- Notices requiring action usually provide a short window of time to comply. Not responding in time may lead to serious consequences, such as eviction.
- Notices from your landlord must comply with City regulations.
- Notices that impact tenants' rights such as:
 - Notices to terminate, quit, comply and/or vacate
 - Notice to increase housing costs (rent etc.)
- Notices to enter must include the following language:

If you need help understanding this notice or information about your renter rights, call the Renting in Seattle Helpline at (206) 684- 5700 or visit the web site at www.seattle.gov/rentinginseattle.

- Notices that attempt to terminate a tenancy such as a 14 Day Pay or Vacate, 10 Day Comply or Vacate etc. must additionally include the following language:

RIGHT TO LEGAL COUNSEL: CITY LAW PROVIDES RENTERS WHO ARE UNABLE TO PAY FOR AN ATTORNEY THE RIGHT TO FREE LEGAL REPRESENTATION IN AN EVICTION LAWSUIT.



SEATTLE MUNICIPAL CODE (SMC 7.24.034)
Fees for notices and late rent

To: Renters and Landlords in the City of Seattle

**New rules for all landlord-issued
notices as of June 6, 2023**

No fees allowed for preparing a notice

No fees allowed for delivering a notice

Late fees for rent cannot exceed \$10 per month

*For information about your renter rights, call the
Renting in Seattle Helpline at (206) 684-5700 or visit
the web site at www.seattle.gov/rentinginseattle*

Since June, 2023 your landlord cannot charge you for preparing or delivering a notice and late fees are limited to \$10 a month.

Call the Helpline (206) 684-5700 if you would like assistance reviewing a notice. You can also call 2-1-1 for information about free or low-cost legal services. The next section discuss the most common types of notices.

Notice of a Housing Cost Increase

“Housing costs” include rent and any monthly fees you pay your landlord, like storage or parking. Utility charges based on usage are not included in this type of notice. If you already pay for utilities, but there is a change to a different billing company for example, your landlord is required to provide you with a 30-day notice to change your rental terms.

If you have a lease for a specific term, the landlord cannot change your housing costs for the duration. If your rental agreement gives you the choice to stay as a month-to-month tenant at the end of the term, and the landlord wants to increase your housing costs at that time, the landlord must send you a housing cost increase notice before the term expires.

- All housing cost increases require a minimum of 180 days’ advance notice
- The notice must include required language (see pg. 36) about tenant rights and information
- Call the Helpline (206) 684-5700 to see if the increase notice is valid. Paying the new rent amount may imply you agree to the increase.
- Increases must coincide with the start of a rental period. For example, If your rent is due on the 1st and your landlord gives you a 180 day notice on January 5th, the earliest the increase could take effect would be August 1st.
- No increase is allowed if your rental unit does not meet the *Rental Registration and Inspection Ordinance (RRI/O)*. See www.seattle.gov/rrio. You must notify your landlord in writing and contact the Helpline to schedule an inspection before the increase goes into effect.

Economic Displacement Relocation Assistance ordinance (EDRA)

Income-qualified tenant households (at or below 80% AMI adjusted annually) whose housing costs are raised by 10% or more in a year, are eligible for relocation assistance to move.

Household	1	2	3	4	5	6	7	8
Income	\$70,650	\$80,750	\$90,850	\$109,000	\$117,050	\$125,150	\$133,200	\$125,800

- Households that apply must have a notice of housing cost increase dated July 1, 2022 (or later).
- The 10% increase can be a single increase or a combination of increases that take effect within the same 12 month period.
- Relocation assistance is approximately 3x monthly housing cost and is advanced by the City to qualified households.
- To learn more or to apply for EDRA visit www.seattle.gov/rentinginseattle/edra or call the helpline if you do not have access to the internet.

Notice of Changes to the Terms of Your Rental Agreement

If you signed a rental agreement for a fixed term, also known as a lease, the terms cannot change until the lease expires unless both you and your landlord mutually agree otherwise. If you have a month-to-month rental agreement, the landlord can change the terms with a notice 30 days before the start of a new rental period.

Changes might include rules around smoking, guests, or pets to name some examples. Any changes that increase your housing costs must comply with the housing cost increase notice requirements. See pg. 38.



Notice of Intent to Enter

Your rental agreement gives you the right to control access to your home. That means the landlord cannot enter without proper notice unless there is an emergency situation. The landlord has a right to seek access for repairs, inspections, or showing the unit to prospective tenants or contractors. Your landlord needs to give you:

- At least 2 days' notice for agreed upon or necessary repairs or inspections (minimum 48 hours)
- At least 1 days' notice for showing the unit (minimum 24 hours)

Notices to enter must include:

- The date the landlord wants to come in
- The earliest and latest time that they may arrive
- A telephone number you can call in case you need to reschedule

If the date or time does not work for you and you have a valid reason for not wanting to give the landlord access, you should provide dates and times that will work. Valid reasons might be that you have planned a family event in your home at that time or you want to be there during access and need more notice to take time off work.

Your landlord can issue you a 10 Day Notice to Comply if you fail to grant reasonable access.

TIP:

The law requires both parties to be reasonable and act in good faith. You and your landlord should make every effort to have clear, respectful communication. Consider the other person's needs, and find agreement on the reason, time, and manner to enter your home. Make sure you document the communication to show you have been co-operative.

In cases of an emergency, a landlord can enter the tenant's unit without notice. Examples of an emergency may include:

- A major plumbing leak
- A fire
- Police wellness check of the tenant (that requires the landlord to allow officers to enter the unit)



In cases of abandonment, a landlord can enter if they have given notice to enter and received no response after several attempts and evidence exists to reasonably indicate abandonment.

Evidence of abandonment include two or more of the following:

- Your landlord has not received a rent payment
- Your mail has not been collected
- Your utilities have been disconnected for non-payment



Notice to Comply or Vacate (10 Days)

A landlord will use a 10-day notice when you violate the rental agreement. Examples might include:

- Smoking in a non-smoking unit/building
- Keeping a pet when no pets are allowed
- Creating loud noise during quiet hours



The notice needs to state clearly what you have done to violate the rental agreement and what you need to do to comply with the notice. The 10-day period for compliance includes weekends.

- 3 or more 10-day notices within a 12 month period is just cause for termination of a month-to-month tenancy or non-renewal of your lease.

Notice to Pay or Vacate (14 Days)

A landlord will use a 14-day notice when rent, utilities, or installment payments are late. Those are the only charges permitted on this type of notice. It allows a very small window of time to pay what you owe.

- You should do whatever you can to pay within that time.
- If you anticipate not being able to pay your rent on time, it is usually best to let your landlord know beforehand. Your landlord may agree to a payment plan, the worst that can happen is that your landlord says no.
- If you need help with paying your rent, call 2-1-1 for a list of rent help resources. See pledges on pg. 42. If you can secure some financial help from a third party, it may also give you a little extra time.
- 4 or more 14-day notices within a 12 month period is just cause for termination of a month-to-month tenancy or non-renewal of your lease.

Tip:

Pay attention to the date rent is due on your rental agreement. Rent is usually due on the first of the month. It's common to see late fees assessed on the third or fifth day. This does not mean you get a "grace period" which is a common misconception some renters have. It just means you can't be charged a late fee until then. You can receive a 14-day notice any time after midnight of the day the rent is due. See late fee pg. 37

Notice to Quit for Waste Nuisance or Criminal Activity (3 Days)

A landlord will use this 3-day notice in very serious situations, like when criminal activity occurs on the property or severe damage is caused to the rental unit. There is no cure for this notice; the only way to comply is to move out or secure an attorney immediately to defend you in an eviction lawsuit.

Landlords must provide a copy of notices for criminal activity to the Seattle Department of Construction and Inspections. There needs to be clear evidence that this type of notice is appropriate for the circumstances.

Notice to Terminate Tenancy for Just Cause

There are specific just cause reasons a landlord can use to terminate a month-to-month rental agreement in Seattle. The notice period required depends on the specific just cause.

The *Just Cause Eviction Ordinance* is discussed under the 'Moving Out' section pg. 46.



Notice of Intent to Sell

Owners of properties with two or more rented units, with at least one unit rented at 80% AMI (average median income) must notify Seattle Office of Housing of their intent to sell at least 90 days before listing the building.

The City, in partnership with the Seattle Housing Authority and community providers, can use the notification information to evaluate properties and deploy a range of property preservation tools, including incentives and acquisition.

This also provides notice to tenants who may be affected by the sale.

Visit www.seattle.gov/housing/intent-to-sell to learn more.

Pledges of Rent Assistance

If you are behind on rent and receive a 14-day notice to pay or vacate, your landlord must accept a written pledge of payment from a third party. A third party can be a church or a non-profit.

- The pledge must be in writing
- The pledge must be received before the 14-day notice expires
- The source must commit to paying the pledge within 5 days
- The source must not commit the landlord to anything other than providing information for payment
- The payment must be enough to allow you to become current on all costs on its own or in combination with other sources of income or subsidies

Good to Know!

There are additional state laws that require landlords accept pledges of assistance even after a 14-day notice expires right up through the eviction court process. These protections are not enforced by the City. (See RCW 59.18.410)

Domestic Violence Victim Protection

- Tenants experiencing domestic violence cannot be held liable for damages to their rental unit caused by their abuser.
- The tenant must provide documentation to the landlord that they or an occupant was a victim of domestic violence and the perpetrator caused the damage.
- The documentation must be signed by a qualified 3rd party Seattle Police Department, Licensed mental health professionals, domestic violence program advocates, clergy, social service case managers.



MOVING OUT

Most rental agreements will state how you must give notice to your landlord when you want to move out. If you are a month-to-month tenant, you need to inform your landlord in writing a minimum of 20 days before the end of the month you want to leave. For example, if you wanted to move out by July 31, the landlord must be in receipt of your notice not later than July 11.

Remember if you don't provide proper notice, you may be responsible for rent for the next monthly rental period.







If your landlord unexpectedly issues you a notice to terminate your rental agreement, review it right away. Notices given in Seattle must comply with City regulations. For help to review your notice call the Helpline at (206) 684-5700.

- If you are a month-to-month tenant or you have a lease that automatically converts to a month-to-month agreement your landlord must give you a just cause reason to terminate your tenancy.
- If you have a terminating lease agreement, the landlord must make a reasonable renewal offer 60-90 days prior to the expiration date or give a just cause for non-renewal.

Good to know

Landlords that share their home or live on the same property as their tenants have just cause to terminate a month-to-month tenancy with 20 days' notice and can decline to renew a lease when it expires.

Just Cause Eviction Ordinance

Seattle's *Just Cause Eviction Ordinance* prevents arbitrary eviction of renters. It requires landlords to have a legal reason or *just cause* to terminate your month-to-month rental agreement or decline to renew your lease. Your landlord must give you a written notice commonly called a *Notice to Terminate Tenancy* and state the specific just cause. The amount of advance notice depends on the specific cause. Unless otherwise stated, a minimum of 20 days' notice before the end of the rental period is required. The following are the only just cause reasons your landlord can terminate your month-by-month rental agreement.

- Late rent: you receive a 14-day notice to pay or vacate and fail to comply.
- Habitual failure to pay rent on time. You receive 4 or more 14-day pay or vacate notices in the most recent 12 month period for late rent.
- Violation of your rental agreement: You receive a 10-day notice to comply with the rules of your rental agreement or vacate and you fail to comply.

- Habitual failure to comply with your rental agreement. You have received 3 or more 10-day notices to comply or vacate in the most recent 12-month period for failure to comply with the rules of your rental agreement.
- Your landlord or a member of their immediate family needs to move into your unit. This requires a 90-day notice. Your landlord can be required by the City to certify (sign a sworn declaration) if they use this just cause and you suspect they do not intend to occupy your unit or move a qualified family member in when you move out.
- Your landlord wants to sell the unit you rent. This requires a 90-day notice and only applies to single-family dwelling units, defined by City code as detached structures that contain one dwelling unit. If you live in a condo, apartment, duplex, triplex, or townhome, your landlord cannot use this as a just cause reason to end your rental agreement.
- Your occupancy of a unit depends on being employed on the property and your employment is terminated. This would typically apply to property managers who live on site.
- Your landlord rents a portion of their own home or an accessory dwelling unit to their own home and no longer wishes to share with you.
- Your landlord wants to substantially remodel your unit or the building where you live displacing you permanently. This requires your landlord to apply to the City for a relocation license which is approximately a 6-month process. The license requirements include giving you an information packet and paying you relocation assistance if your income is at or below 50% of the median income for King County.
- Your landlord wants to demolish the property where you live or change the use to non-residential. This requires a relocation license the same as displacement from a substantial remodel. See above.
- Your landlord wants to change the use of the building to non-residential. This requires a relocation license the same as displacement from a substantial remodel. See above.

- Your landlord wants to convert your unit to a condo or a co-op. These conversions require their own procedure under the *Condominium Conversion Ordinance and Co-operative Conversion Ordinance* SMC 22.903.030 and SMC 22.903.035.
- Your landlord receives a notice of violation for housing standards in a permitted accessory dwelling unit and wants to discontinue renting it. The landlord must pay you relocation assistance in the amount of \$2,000 or the equivalent of 2 months' rent two weeks before you move out.
- Your landlord receives a notice of violation for an unauthorized housing unit, commonly called an "illegal unit," and must discontinue renting your unit. The landlord must pay you relocation assistance of either \$2,000 or the equivalent of 2 months' rent 2 weeks before you move out.
- Your landlord must reduce the number of renters in a dwelling unit to comply with the legal limit. This requires a 30-day notice and payment of relocation assistance of \$2,000 or the equivalent of 2 months' rent 2 weeks prior to move out.
- Your landlord is issued an emergency order by the City to vacate and close your housing unit due to hazardous conditions. The notice requirement depends on the specific circumstances of the emergency, but it is always a very short period of time. You may get relocation assistance if the emergency condition is found to be the landlord's responsibility. Relocation assistance is adjusted for cost of living each year.
- Your landlord issues you a *3 Day Notice to Quit* for engaging in criminal activity on the property. The landlord must specify the crime and facts supporting the allegation in the notice of termination and provide a copy to the City.

Good to Know!

Your just cause rights cannot be waived. Any rental agreement that attempts to do so is unenforceable.



It is a violation of the *Just Cause Eviction Ordinance* for a landlord to rely on a just cause reason to end a rental agreement and fail to follow through, whether that means not moving into the unit, not listing it for sale, etc. Fines and penalties will apply, and renters have the right to sue for \$2,000 in damages in Small Claims Court.

Notices to terminate a tenancy must include specific language (see pg. 36) and information. If you receive a notice, contact the Helpline at (206) 684-5700 for help to determine if it is a proper notice.

Defenses to eviction

Winter Eviction

The winter eviction defense ordinance exists to protect vulnerable renters in Seattle from being made homeless during the coldest weather months. Between December 1st and March 1st moderate income households can rely on this defense to eviction except for the following:

- The landlord owns less than four rental units within the City of Seattle.
- The owner or a member of their immediate family needs to occupy the rental unit.
- The owner wishes to sell the rental unit.
- The City requires the owner to discontinue renting the unit (for various reasons). In some cases, displaced tenants are paid relocation assistance
- The owner issues a 3 Day Quit notice for criminal activity, nuisance/waste or for posing an imminent threat to health and safety and filed a copy with the City.

If you need help with rent or move-in assistance, call 2-1-1 for a comprehensive referral list to agencies with funds and other resources.

School Year Eviction

If your household has students (daycare - high school), educators, or educational support staff, you may raise this as a defense to eviction during the Seattle School District calendar year. The following exceptions apply:

- The owner or their immediate family needs to occupy the rental unit
- The City requires the owner to discontinue renting the unit for various reasons (in some cases displaced tenants are paid relocation assistance)
- The City requires an owner to reduce the number of tenants in a unit.
- The owner issues a 3 Day Quit notice for criminal activity, nuisance/waste or for posing an imminent threat to healthy and safety

Covid-19 related economic hardship

* Experienced during the Civil Emergency period

Other Eviction Defenses

Exist in City code typically due to some failure by the landlord, such as failure to register the rental property, or failure to certify a just cause termination, as examples.





Unlawful Detainer

An eviction, or unlawful detainer, is the legal process a landlord must follow to ask a court to restore their possessory right to a rental unit. It is illegal for a landlord to attempt to evict a tenant without going through the unlawful detainer process. Actions like changing the locks, removing tenant's belongings, or disconnecting utilities are all strictly prohibited.

Before the court process can begin, the landlord must first give you a notice. The notice may attempt to end your rental agreement for just cause, collect late rent, or enforce the rules of your rental agreement. See types of notices on pg.36. If you fail to comply with a valid notice, the landlord can then proceed with an unlawful detainer lawsuit which asks the court to restore possession of the rental unit to the owner.

The landlord must attempt to serve you a court document called summons and complaint that explains the just cause reason or reasons they have to evict you. Often it will ask for legal costs in addition to the eviction order.

It is extremely important that you seek advice from a qualified attorney immediately after receiving a summons and complaint. The document will contain a deadline for your response. If you do not respond by that deadline, you could be evicted by default.

The City partners with the Housing Justice Project to provide a right to counsel for any tenant household being evicted that can't afford an attorney.

To access your right to counsel, you can contact HJP in four different ways: Complete an online form on www.kcba.org to request legal assistance. Call (206) 580-0762 to leave a message. Email hjpstaff@kcba.org. Visit the walk-in legal clinic M-F, 9am-12pm at the King County Courthouse in Seattle.

Return of Your Security Deposit

When you move out, you must return the rental unit to the same condition as when you rented, except for reasonable wear and tear. Reasonable wear and tear naturally occurs over time through normal usage. Examples are paint fading, scuff marks on linoleum, wear patterns on carpet, etc. Damage, on the other hand, generally occurs suddenly and as a result of negligence, misuse, or by accident. Examples are holes in the wall, broken windows, or burn marks on surfaces.

Your landlord must use the checklist you both signed at the time you moved in to determine if you are responsible for damage to the unit. The landlord is not required to do an exit walk-through with you, but you can ask for one if you think it's useful. It's always a good idea to take pictures of the unit to document the condition you returned it in, including cleanliness. If your landlord charged you for cleaning when you moved in, you cannot be charged for cleaning at move out. If you owe outstanding utility charges, your deposit may be used to cover those.

1. Your landlord has 30 days from your move-out to return your deposit and /or provide you with a statement specifying the basis for retaining any portion of your deposit. Be sure to return all keys to clearly signal that you are restoring possession to the owner.
2. If the landlord needs additional time to get quotes for repair or for a final utility bill to arrive, they must notify you within the 30-day period.
3. Your landlord must consider depreciated value when calculating deductions for damage. For example, the age, condition and useful life remaining of flooring, appliances etc. must be factored into assessing charges for damage.
4. It's your responsibility to provide your landlord a correct mailing address for your deposit refund. If you don't, the landlord must use your last known mailing address.



Final Thoughts

Our homes are fundamental to our sense of security and quality of life. Regulations and fair housing laws exist to protect your right to a safe and healthy environment where you are entitled to the quiet enjoyment of your home.

Having a positive business-like relationship with your landlord contributes to the stability of your rental agreement. Sometimes when conflicts arise, you may have reason to seek information, guidance and even intervention. The Renting in Seattle Helpline (206) 684-5700 is your valuable resource for help whether you are just looking for information or you are ready to make a complaint.

The City protects your ability to exercise your renter rights. Your landlord cannot prevent you from communicating and organizing with other tenants in your building, distributing leaflets or holding meetings. Retaliation by your landlord for exercising your housing rights is strictly prohibited and could result in fines, penalties and/or investigation.

We hope this Renter's Handbook is a useful reference tool. Being informed about your rights and responsibilities is important for the success of your renting experience. Everyone deserves a happy and healthy home.



Renter Resources

2-1-1

Clearinghouse for comprehensive information and referral to financial assistance, legal help, and housing advocacy resources in King County.

Be:Seattle

Provides renter bootcamps and grassroots tenant organizing.

<https://beseattle.org>

206-487-4060

Housing Justice Project King County Bar Association

Provides legal representation for low-income tenants facing eviction.

516 Third Ave Suite W-314, Seattle, WA 98104

<https://housingjusticeproject.org>

206-580-0762

Interim Community Development Association

Provides homeless prevention and housing services for low-income Asian, Pacific-Islanders, immigrant and refugee communities.

601 S King St, Seattle, WA 98104

<https://interimcda.org/>

206-623-5132

Queer Power Alliance

Promoting fair and equitable housing access for LGBTQIA community. Provides tenant education workshops and support.

<https://queerpoweralliance.org/>

1200 12th Ave S Suite 1101, Seattle, WA 98144

206-395-6658

Solid Ground

Solid Ground works to keep people in their current homes through information, advocacy, case management and limited financial support.

1501 N 45th Street, Seattle, WA 98103

<https://www.solid-ground.org/>

206-694-6700



Somali Community Services of Seattle

Non-profit organization that works to improve the quality of life for low-income families and members of the Somali refugee and immigrant community.
8810 Renton Ave S, Seattle, WA 98118

<https://www.somcss.org/>

206-760-1181



Tenant Law Center Catholic Community Services of Western Washington

Provides legal services to low-income tenants facing eviction, subsidy termination and needing reasonable accommodation requests.

100 23rd Ave S, Seattle, WA 98144

<https://ccsww.org/get-help/specialized-services/tenant-law-center/>

206-580-0762

Tenants Union of Washington

Provides tenant counseling services, political advocacy and tenant organizing help.
5425 Rainier Ave S, Suite B, Seattle, WA 98118

<https://tenantsunion.org/>

206-723-0500

United Indians of All Tribes Foundation Homeless Prevention Program

Social service provider, community center, and cultural home for urban Indians.
5011 Bernie Whitebear Way, Seattle, WA 98199 (Discovery Park)

<https://unitedindians.org>

206 285 4425

Villa Comunitaria

Helps Latinx immigrants navigate the complexities of the United States immigration, housing, health, education, and legal system so they can thrive and prosper.
8201 10th Ave South, Suite 8, Seattle, WA 98108

<https://villacomunitaria.org>

206-767-7445

Washington Law Help

Free legal information and self-help court forms written by lawyers to guide you through the court processes of eviction and security deposit disputes

<https://washingtonlawhelp.org/>

Index



A

Accessibility 18
Adverse Action 14
Advertising 13

Affordable Housing 6
Application

Fair Chance Housing 12
First in Time 16
Get Ready To Rent 14
Holding Deposit 18
Income to Rent Ratio 17
Rental Housing Ads 11
Service Animals 19

Asbestos 9

B

Background Check

Fair Chance Housing 12
Screening Report 14, 24

C

Carbon Monoxide Detectors

Landlord/Tenant Duties 32
Minimum Standards 9

Checklist

Deposit Return 51
Move-in 21

Cleaning

Deposit Return 51
Move-In Charges 24

Common Areas 32
Criminal History 12, 13

D

Disability

Accessibility 18
Service Animals 19
Source of income protection 11–12

Development
Displacement 38, 47

E

Eviction

Just Cause 41, 46–49
Unlawful Detainer Eviction 50
Defenses 49

F

Fair Housing

Discrimination 11
Service Animals 19

Fees

First in Time 16
Late Fees 28, 40
Move-In 24–25
Notice fees 37

G

Garbage

Billing 26–29
Landlord/Tenant Duties 32

H

Holding Deposit 18

Housing and Building-Maintenance Code 8

Housing Choice Voucher

Discrimination 11
Seattle Housing Authority 6
Source of Income Protections 12

Housing Cost Increase 37, 38

I

Income to Rent Ratio

Calculation 17
Source of Income Protections 12

Installment Payments 25

L

Landlord Duties 32

Lead Paint 9

Lease - See Rental Agreement

M

Minimum Standards 8–9

Month-to-Month

Just Cause Eviction 46–49
Moving out 44
Notice From Your Landlord 37–41
Types of Rental Agreements 23

Move-In Charges

Adding Roommates 34
Installment Payments 25
Limits 24

N

Notice

Changes to the Terms of Your Rental Agreement 38
Comply or Vacate 40
Fee 36
Housing Cost Increase 37
Intent to Enter 38
Intent to Sell 41
Notice to Terminate Tenancy 46
Pay or Vacate 40, 42
Quit for Waste or Nuisance 41
Terminate Tenancy for Just Cause 41

O

Occupancy

Adding Roommates 34–35
Minimum Standards 10

P

Pests 32

Pet Deposit 24–25

Puget Sound Energy 27

R

Reasonable Accommodation

Accessibility 18
Rental Housing Ads 11
Service Animals 19

Receipt

- Holding Deposit to Secure Occupancy 18
- Landlord/Tenant Duties 32
- Rent
 - Assistance pledges 43
 - Economic displacement 37
 - Increase 37
 - Payment 32
 - Receipt 32
 - Withholding 33

Rental Agreement

- First in Time 16
- Holding Deposit 18
- Just Cause 46–49
- Landlord/Tenant Duties 32–34
- Moving In 21
- Notices From Your Landlord 37–41
- Types of 23–24
- Unlawful Detainer 50
- Utility Billing 26–27

Rental Registration

- Requirements 10

Repairs

- Landlord/Tenant Duties 32
- Notice to Enter 38

Rights

- Tenant Organizing 52
- To Legal Counsel 36

S

Screening

- Adding Roommates 34
- Fees 24
- First in Time 16
- Holding Deposit 18
- Report 11–14

Seattle City Light 26

Seattle Housing Authority

- Affordable Housing 6
- Is the Unit Registered? 10

Seattle Public Utilities 26

Security Deposit

- Holding Deposit 18
- Installment Payments 25
- Move-In Charges 24
- Return 51
- The Move-in Checklist 21

Service Animals 19

Smoke Detectors

- Landlord/Tenant Duties 32
- Minimum Standards 9

Source of Income 12

T

Third Party Billing 27–28

U

Utilities 26–29

Notes

Notes

HELPLINE: (206) 684-5700
www.seattle.gov/rentinginseattle



Certificate Of Completion

Envelope Id: C6AAC26887AC4854B9AFB50FADF16694

Status: Sent

Subject: Please Sign: Tripalink Lease Contract

Source Envelope:

Document Pages: 122

Signatures: 0

Envelope Originator:

Certificate Pages: 4

Initials: 0

Tripalink

AutoNav: Enabled

Enveloped Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

800 S Harvard Blvd

Los Angeles, CA 90005

no-reply@tripalink.com

IP Address: 184.72.10.243

Record Tracking

Status: Original

Holder: Tripalink

Location: DocuSign

8/20/2024 12:07:49 PM

no-reply@tripalink.com

Signer Events**Signature****Timestamp**

Shaik Mohammad Rafi

Sent: 8/20/2024 12:08:25 PM

mrafi@sjmsom.in

Viewed: 8/20/2024 12:13:19 PM

Security Level:

.Email

8/20/2024 12:13:02 PM

Electronic Record and Signature Disclosure:

Accepted: 8/20/2024 12:13:19 PM

ID: ea5db497-a2d9-49e1-acb7-a93c15947b72

Company Name: Tripalink Property Management Inc

Jessica Xie

jessica.xie@tripalink.com

Security Level: In Session

Electronic Record and Signature Disclosure:

Accepted: 10/31/2023 12:00:01 PM

ID: 7e41fa8f-0e7f-4272-b3ba-8f33f01e7a78

Company Name: Tripalink Property Management Inc

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/20/2024 12:08:25 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Tripalink Property Management Inc (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Tripalink Property Management Inc:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: support@renty.ai

To advise Tripalink Property Management Inc of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at support@renty.ai and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Tripalink Property Management Inc

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to support@renty.ai and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Tripalink Property Management Inc

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to support@renty.ai and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Tripalink Property Management Inc as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Tripalink Property Management Inc during the course of your relationship with Tripalink Property Management Inc.